New York City College of Technology, CUNY

CURRICULUM MODIFICATION PROPOSAL FORM

This form is used for all curriculum modification proposals. See the [Proposal Classification Chart](http://openlab.citytech.cuny.edu/collegecouncil/files/2014/08/2013-10-09-Proposal_Classification_Chart.pdf) for information about what types of modifications are major or minor. Completed proposals should be emailed to the Curriculum Committee chair.

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| --- | --- |
| **Title of Proposal** | **Certificate Deregistration** |
| **Date** | **04/07/2015** |
| **Major or Minor** | **Major** |
| **Proposer’s Name** | **Anthony Treglia** |
| **Department** | **Environmental Control Technology** |
| **Date of Departmental Meeting in which proposal was approved** | **Environmental Control Technology: 3/24/2015** |
| **Department Chair Name** | **Anthony Treglia** |
| **Department Chair Signature and Date** | **4/7/15** |
| **Academic Dean Name** |  |
| **Academic Dean Signature and Date** | **4/9/15** |
| **Brief Description of Proposal**  (Describe the modifications contained within this proposal in a succinct summary. More detailed content will be provided in the proposal body. | **Close enrollment in and deregister the following certificates:**  **Building/Housing Superintendent Technology**  **Air Conditioning Equipment Technician**  **Heating Equipment Technician**  **Sustainable Technology** |
| **Brief Rationale for Proposal**  (Provide a concise summary of why this proposed change is important to the department. More detailed content will be provided in the proposal body). | **These certificates have no or extremely low enrollment and the department has voted to close and deregister them.** |
| **Proposal History**  (Please provide history of this proposal: is this a resubmission? An updated version? This may most easily be expressed as a list). | **First submission.** |

Please include all appropriate documentation as indicated in the Curriculum Modification Checklist.

For each new course, please also complete the New Course Proposal and submit in this document.

Please submit this document as a single .doc or .rtf format. If some documents are unable to be converted to .doc, then please provide all documents archived into a single .zip file.

**ALL PROPOSAL CHECK LIST**

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| --- | --- |
| Completed CURRICULUM MODIFICATION FORM including: |  |
| * Brief description of proposal |  |
| * Rationale for proposal |  |
| * Date of department meeting approving the modification |  |
| * Chair’s Signature |  |
| * Dean’s Signature |  |
| Evidence of consultation with affected departments  List of the programs that use this course as required or elective, and courses that use this as a prerequisite. |  |
| Documentation of Advisory Commission views (if applicable). |  |
| Completed [Chancellor’s Report Form](http://openlab.citytech.cuny.edu/collegecouncil/files/2014/08/2013-10-09-Chancellor_Report_Quick_Reference_Guide1.doc). |  |

**EXISTING PROGRAM MODIFICATION PROPOSALS**

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| --- | --- |
| Documentation indicating core curriculum requirements have been met for new programs/options or program changes. |  |
| Detailed rationale for each modification (this includes minor modifications) |  |

**Chancellor’s Report**

Section AI: Special Actions

AI.1 Discontinuation of the following Certificate Programs:

Building/Housing Superintendent Technology

Air Conditioning Equipment Technician

Heating Equipment Technician

RESOLVED, that the programs leading to certificates listed below at New York City College of Technology be deregistered, effective June 2015.

Building/Housing Superintendent Technology (HEGIS # 5317.00, State program code 88134)

Air Conditioning Equipment Technician (HEGIS number 5317.00, State program code 30470)

Heating Equipment Technician (HEGIS number 5317.00, State program code 30472)

RATIONALE: Enrollment in the certificates listed above is insufficient to warrant their continuation.