



Directions for Undergraduate Program Director Reports:

1. Talk to students in your major, ask around if there are any current academic issues.
(ex: class conflicts within the major, issues with professors, etc)
2. Look at Degree Navigator, write down the course requirements
3. Formulate a list of things you would like to know about the program (corporate connections with the university, current research projects, opportunities for students to get involved, etc)
4. Email Undergraduate Program Director and Arrange Appointment
5. Fill out Undergraduate Report Sheet
6. email to vicepresident@sgc.rutgers.edu and complete by December 4th



Name: _____

Major: _____

Date: _____

Semester: _____

Undergraduate Program Director: _____

UPD Contact Information:

I. Major Options - What options are offered within the major? How do they differ?

II. Total number of students within the major

III. Goals within the major - What are expectations of students post-graduation?

IV. Major Courses - What is the goal of each course? What should students be learning?

V. Concerns/Student issues with classes? How to resolve, suggestions?

VI. Things going on within the major (Research, Visitors, Talks, Seminars within the major)

VII. Research Opportunities

VIII. Job Outlook, suggestions for students in this major (ex: organizations to join, news to pay attention to)

IX. Changes within the major in the upcoming year?

X. Other Suggestions

