



**ILLINOIS STATE UNIVERSITY**  
*Illinois' first public university*

**Budget Office**

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 Normal, IL 61790-1020  
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Budget.IllinoisState.edu

## Department Change

This form is used to request a new department, change the name of a department, or delete a department. For questions regarding this form, contact Amanda Hendrix at [amhendr@ilstu.edu](mailto:amhendr@ilstu.edu).

For help with this form, view the [Department Change Request Form Instructions](#).

**Effective Date of Change:** 2/14/2024

### Change Department Name

#### Department Information

<b>PeopleSoft Department Number:</b>	05620000		
<b>Current Department Name:</b>	Wonsook Kim School of Art		
<b>New Department Name:</b>	Wonsook Kim Sch Art & Design		
<b>Reason for Change:</b>	Over 200 students in the WKSOA are studying graphic design. Including "design" in the name will indicate to prospective students and faculty that design is valued at ISU. Many schools and colleges around the country already use both art and design in their titles.		
<b>Department Abbreviation:</b>	ART	<b>Short Department Name:</b>	WKSAD
<b>ISU Department Long Name:</b>	Wonsook Kim School of Art and Design		
<b>Mailing Code:</b>	5620		
<b>Is change to delivery building/ mailing title needed?</b>	no		
	<b>Building where mail is delivered:</b>	no change	
	<b>Proposed department mailing title:</b>	no change	

#### Additional Comments

None

#### Authorization

- |   |  |
|---|--|
| <input type="checkbox"/> I approve of this Department change request. | <input type="checkbox"/> This request cannot be processed as shown above. This will send the request back to the form originator for modification. |
|---|--|

2/15/2024 7:29:38 PM

svc\_Budget Office

Approved by: Miller, Jean - I approve of this Department change request. Comments:

None

2/13/2024 7:16:22 PM

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Submitted by: Lotz, Tyler - I certify that the information above is accurate and I am authorized to submit this request for review/approval.

Comments:

I cannot select the next approval. After Director Tyler Lotz would be Dean Jean Miller.