

COURSE REVISION PROPOSAL

All forms must be submitted with:

Department minutes showing discussion/approval, proposed Master Syllabus and signed hard copy to Academic Affairs.

Section 1 – GENERAL INFORMATION:			
Initiator:	Division:	Date Submitted:	Effective Term/Year:
E-mail:	Phone Number:	Course Prefix & Number:	State Mandated? <input type="checkbox"/> Yes <input type="checkbox"/> No
Section 2 – COURSE DETAIL (fill in ONLY SECTIONS THAT ARE CHANGING)			
FROM		TO	
Course Prefix & Number:	Course Prefix & Number:		
Course Title:	Course Title:		
Number of Credits - also fill in section 4:	Number of Credits - also fill in section 4:		
Weekly Contact Hours:	Weekly Contact Hours:		
Total Course Contact Hours:	Total Course Contact Hours:		
Pre-Requisites:	Pre-Requisites:		
Co-Requisites:	Co-Requisites:		
Catalog Description: .	Catalog Description:		
Terms offered: <input type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/> Summer	Term offered: <input type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/> Summer		
Delivery Method:	Delivery Method:		
Faculty Credentials:	Faculty Credentials:		
Fees:	Fees:		
Other:			

Rational for modifying course:

Section 3 – PROPOSED LEARNING OUTCOMES (only complete this section if learning outcomes are changing)

General Education ☐

Non-General Education ☐

Course/ Student Learning Outcome	Corresponding Program Level Learning Outcome	Corresponding General Education Outcome (if applicable. You may select more than one)	Proposed Assessment Method
		<input type="checkbox"/> Communications <input type="checkbox"/> Quantitative and Scientific Reasoning <input type="checkbox"/> Critical Thinking <input type="checkbox"/> Global and Social Diversity <input type="checkbox"/> Information Literacy	
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Section 4 –CREDIT HOUR ESTIMATE (proposed) (only complete this section if credit hours are changing)			
Instructional or Learning Activity			Estimated Number of Minutes
On-campus meetings (direct instruction, in-class lectures, demonstrations, recitations)			
Practical experiences (lab experiences, studio activities, clinical assignments, field experience)			
Group or team-based activities (group projects or presentations, debates, group assessments)			
Reviewing online course content (audio/video lectures, podcasts, written lectures)			
Readings (assigned readings, additional readings, websites, articles)			
Projects/Presentations (oral presentations, portfolios, multimedia presentations)			
Practice problems or exercises (drills, practice problems, exam reviews)			
Online discussions (discussion forums, wikis)			
Synchronous activities (videoconferences, audio chat, text chats)			
Writing activities (papers, essays, journal entries, blogs)			
Research activities (literature review, individualized study, research study)			
Quizzes or exams (written, computer-based, online)			
Inquiry-based activities (web quest, problem-based or self-directed learning)			
Other (please list):			
TOTAL MINUTES:			

CURRICULUM PROPOSAL - Signatures

<hr/>	<hr/>
Person submitting proposal	Date
<hr/>	<hr/>
Dean/Director of Division submitting proposal	Date
<hr/>	<hr/>
Dean/ Director of other affected Division	Date
<hr/>	<hr/>
Dean/ Director of other affected Division	Date
<hr/>	<hr/>
Provost/ VP for Academic Affairs	Date