**COURSE REVISION PROPOSAL**

**All forms must be submitted with:**

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

**Fill in section 1 and 2. If there is a change in Learning Outcomes or Credit Hours, also fill in section 3 and/or 4.**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Section 1 – GENERAL INFORMATION:** | | | | | | |
| Initiator: Click here to enter text. | Department: Click here to enter text. | | | Date Submitted: Click here to enter a date. | | Effective Term/Year: Click here to enter text. |
| E-mail: Click here to enter text. | Phone Number: Click here to enter text. | | | Course Prefix & Number: Click here to enter text. | | State Mandated? Yes No |
| **Section 2 – COURSE DETAIL (fill in ONLY SECTIONS THAT ARE CHANGING)** | | | | | | |
| **FROM** | | **TO** | | | | |
| Course Prefix & Number: Click here to enter text. | | Course Prefix & Number: Click here to enter text. | | | | |
| Course Title: Click here to enter text. | | Course Title: Click here to enter text. | | | | |
| Number of Credits - also fill in section 4: Click here to enter text. | | Number of Credits - also fill in section 4: Click here to enter text. | | | | |
| Weekly Contact Hours: Click here to enter text. | | Weekly Contact Hours: Click here to enter text. | | | | |
| Total Course Contact Hours: Click here to enter text. | | Total Course Contact Hours: Click here to enter text. | | | | |
| Pre-Requisites: Click here to enter text. | | Pre-Requisites: Click here to enter text. | | | | |
| Co-Requisites: Click here to enter text. | | Co-Requisites: Click here to enter text. | | | | |
| Catalog Description: . | | Catalog Description: Click here to enter text. | | | | |
| Terms offered:  Fall  Spring  Summer | | Term offered:  Fall  Spring  Summer | | | | |
| Delivery Method: Click here to enter text. | | Delivery Method: Click here to enter text. | | | | |
| Faculty Credentials: Click here to enter text. | | Faculty Credentials: Click here to enter text. | | | | |
| Fees: Click here to enter text. | | Fees: Click here to enter text. | | | | |
| Other: Click here to enter text. | | | | | | |
| 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** | |
| Click here to enter text. | Click here to enter text. | | Communications  Quantitative and Scientific Reasoning  Critical Thinking  Global and Social Diversity  Information Literacy | | Click here to enter text. | |
| Click here to enter text. | Click here to enter text. | | Communications  Quantitative and Scientific Reasoning  Critical Thinking  Global and Social Diversity  Information Literacy | | Click here to enter text. | |
| Click here to enter text. | Click here to enter text. | | Communications  Quantitative and Scientific Reasoning  Critical Thinking  Global and Social Diversity  Information Literacy | | Click here to enter text. | |
| Click here to enter text. | Click here to enter text. | | Communications  Quantitative and Scientific Reasoning  Critical Thinking  Global and Social Diversity  Information Literacy | | Click here to enter text. | |
| Click here to enter text. | Click here to enter text. | | Communications  Quantitative and Scientific Reasoning  Critical Thinking  Global and Social Diversity  Information Literacy | | Click here to enter text. | |
| Click here to enter text. | Click here to enter text. | | Communications  Quantitative and Scientific Reasoning  Critical Thinking  Global and Social Diversity  Information Literacy | | Click here to enter text. | |
| Click here to enter text. | Click here to enter text. | | Communications  Quantitative and Scientific Reasoning  Critical Thinking  Global and Social Diversity  Information Literacy | | Click here to enter text. | |
| **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) | | | | | Click here to enter text. | |
| Practical experiences (lab experiences, studio activities, clinical assignments, field experience) | | | | | Click here to enter text. | |
| Group or team-based activities (group projects or presentations, debates, group assessments) | | | | | Click here to enter text. | |
| Reviewing online course content (audio/video lectures, podcasts, written lectures) | | | | | Click here to enter text. | |
| Readings (assigned readings, additional readings, websites, articles) | | | | | Click here to enter text. | |
| Projects/Presentations (oral presentations, portfolios, multimedia presentations) | | | | | Click here to enter text. | |
| Practice problems or exercises (drills, practice problems, exam reviews) | | | | | Click here to enter text. | |
| Online discussions (discussion forums, wikis) | | | | | Click here to enter text. | |
| Synchronous activities (videoconferences, audio chat, text chats) | | | | | Click here to enter text. | |
| Writing activities (papers, essays, journal entries, blogs) | | | | | Click here to enter text. | |
| Research activities (literature review, individualized study, research study) | | | | | Click here to enter text. | |
| Quizzes or exams (written, computer-based, online) | | | | | Click here to enter text. | |
| Inquiry-based activities (web quest, problem-based or self-directed learning) | | | | | Click here to enter text. | |
| Other (please list): Click here to enter text. | | | | | Click here to enter text. | |
| **TOTAL MINUTES:** | | | | | Click here to enter text. | |

**CURRICULUM PROPOSAL - Signatures**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Person submitting proposal Date

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Dean/Director of Division submitting proposal Date

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Dean/ Director of other affected Division Date

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Dean/ Director of other affected Division Date

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Provost/ VP for Academic Affairs Date

Office Use only:

Date presented to APC: ­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date approved by APC: ­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date approved by BOT: ­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_