

## COURSE CHANGE PROPOSAL FORM

**For Administrative Use Only**

Proposal Number: \_\_\_\_\_

Check One	Change an existing course	Delete an existing course	Propose existing course to qualify in general education program
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Name of Faculty Sponsor \_\_\_\_\_

Name of Faculty Senate Sponsor \_\_\_\_\_

Date: \_\_\_\_\_

Academic Group (School): \_\_\_\_\_

Term/Year Change to 1<sup>st</sup> be Effective: \_\_\_\_\_

**COURSE INFORMATION**

**EXISTING COURSE INFORMATION (complete all information)**

Subject Area	Catalog (course) No.	Title of Course:	Min Cr Hrs.	Max Cr Hrs.
Is this course currently offered for graduate credit			Yes	No
Is the change intended to include offering for graduate Credit			Yes	No
Is this course currently an approved General Education Course			Yes	No

**What is Changing? (check all that apply)**

Title	Description	Course Number	Credits	Pre-Req	Co-Req	Grading Method	Course to Qualify as General Ed	Cross Listed	Outcomes

**PROPOSED COURSE INFORMATION (Leave blank if No Change)**

Subject Area	Catalog (course) No.	Title of Course:	Min Cr Hrs.	Max Cr Hrs.

**Course Description (Type exactly what will appear in the catalog)**

Existing	Proposed

## COURSE CHANGE PROPOSAL FORM

Course Learning Outcomes	
Existing	Proposed

Course Component:	Existing	Proposed	Course Grading:	Existing	Proposed
Repeat for Credit Rules:	Repeat for Credit Allow Multiple Enroll in Term		Total Units Allowed: Total Completions Allowed:		

COURSE CONSENT: (check all that apply)		
	Add Course	Drop Course
No Consent Required		
Department Consent Required		
Instructor Consent Required		

COURSE TYPICALLY OFFERED: (check all that apply)											
	Face-to-Face	Online	Hybrid		Face-to-Face	Online	Hybrid		Face-to-Face	Online	Hybrid
Fall (every)				Spring (every)				Summer (every)			
Fall (even)				Spring (even)				Summer (even)			
Fall (odd)				Spring (odd)				Summer (odd)			

COURSE REQUIREMENTS			
Prerequisite Course(s) (i.e. ENG 101, HP 101)			
Corequisite Course(s) (i.e. ENG 101, HP 101)			
Course Restriction(s) (i.e. For Seniors Only, Admitted to Teacher Education)			
Course is Cross Listed	Yes      No	If yes, Cross listed Course Subject/Number:	

## COURSE CHANGE PROPOSAL FORM

ACADEMIC RATIONALE FOR PROPOSAL (Provide a detailed description including course objectives and justification of credit hours. Cite assessment data to support the proposal. May provide or cite courses from other programs or institutions.):

Other rationale:

How does this new course affect existing programs or courses, staffing, and budget? (e.g. impact on rotation schedule, need for overloads, and /or acquisition of new equipment, etc...)

Describe any necessary modification to the current assessment program. (e.g. capstone rubric changes, live-text impact, etc...)

What are the limitations (if any) to offering this new modified course online or at other sites other than Peru campus?

Is this course proposed as a general studies option? If yes, please respond to the applicable items on the next page.  Yes  No