



CURRICULUM PROPOSAL COVER SHEET

Department/Division:

Date:

Check all that apply:

New Course: ☐ Course Deletion: ☐ Course Revision: ☐ New Program: ☐

Program Deletion: ☐ Program Revision: ☐ Program Description Change: ☐ Other: ☐

Summary of Proposal (may attach additional sheet, if needed):

Initiated by (Print/Type Name)

Signature of Initiator

Approved for Curriculum Committee Agenda:

_____/_____
Academic Dean Date

_____/_____
Other Academic Dean Date

Curriculum Office Use ONLY:

Received in Curriculum and Program Development Office (Electronic Copy Included): _____ (Date)

Comments/Recommend Revisions (if needed):

Recommended by Director of Curriculum and Program Development: _____ (Initials & Date)

Placed on Agenda for: _____ (Date of Meeting)

Committee Recommendations:

Forwarded to Vice Chancellor for Academic Affairs: _____ (Date)

Returned from Vice Chancellor: _____ (Date) Vice Chancellor's Action: _____

Entered in Banner: _____ (Date) Dean, Originator(s), Registrar Notification: _____ (Date)

Entered in Acalog (Catalog): _____ (Date) Master Syllabus File: _____ (Date)

Entered in Degree Works: _____ (Date)