1. COURSE INFORMATION  
Please provide course subject/number on all proposals 
Check or complete ONLY the NEW information relevant based on proposal

<table>
<thead>
<tr>
<th>Subject Abbreviation: (4 character limit)</th>
<th>Current Course Number:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revised Subject Abbreviation: (4 character limit)</td>
<td>Revised Course Number:</td>
</tr>
<tr>
<td></td>
<td>Max. Enrollment Per Section:</td>
</tr>
<tr>
<td></td>
<td>Face to Face Format: _______</td>
</tr>
<tr>
<td></td>
<td>Distance Ed. Format: _______</td>
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<tr>
<td></td>
<td>Other: _______</td>
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</tbody>
</table>

Current Course Title

Revised Course Title

Summarize proposed revisions to course: (e.g. title, label, description, outcomes)
1.
2.

CIP Code: Requested Implementation Date:

Department: Division/School:

Proposer: Phone Number:

<table>
<thead>
<tr>
<th>Committee</th>
<th>Chair</th>
<th>Date Received</th>
<th>Date Approved</th>
<th>Amended?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dept. / Program Curriculum Committees</td>
<td></td>
<td></td>
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<tr>
<td>(list as needed):</td>
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<tr>
<td>Department</td>
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<tr>
<td>School</td>
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</tbody>
</table>

GCPRC

UCC

Deans’ Council

DL Format: Add □ Remove □

Course title can vary with each offering □ Add □ Remove

Students can repeat for credit □ Add □ Remove

If adding, what is the total credit limit?

Students select the number of credits: □ Add □ Remove

If added, what are the limits? Enter #
<table>
<thead>
<tr>
<th>Change Total Credit Hours: From/To</th>
<th>Change Contact hrs./wk. (Lecture): From/To</th>
</tr>
</thead>
<tbody>
<tr>
<td>Change Contact hrs./wk. (Lab):From/To</td>
<td>Change Contact hrs./wk. (Rec/Field/Other): From/To</td>
</tr>
</tbody>
</table>

Add Pre-requisites (must be completed before course begins):  
Delete Pre-requisites (must be completed before course begins):

Add Co-requisites (must be completed prior to or concurrent with this course):  
Delete Co-requisites (must be completed prior to or concurrent with this course):

Add degree/major/field of study restriction:  
Delete degree/major/field of study restriction:

Change Grading From:  
A-F ☐ P/F ☐ S/U ☐ Honor ☐  
Change Grading To:  
A-F ☐ P/F ☐ S/U ☐ Honor ☐

Add Equivalent MU course (Student could not take both for credit):  
Remove Equivalent MU course (Student could not take both for credit):

2. COURSE CONTENT/DESIGN
   a. Course Description: (recommended limit: 1500 characters) REVISED ☐  
      Compare REVISED course catalog description to EXISTING. Include the relevant hours and prerequisites.

   b. Detailed Course-Specific Learning Outcomes: REVISED ☐  
      Identify knowledge, skills, learner and department / program – level outcomes provided by revision.

   c. Licensure/Accreditation Requirements: REVISED ☐ N/A ☐  
      Include specific information or requirements needed for course (e.g. teacher candidate courses) to maintain compliance with licensure/accreditation requirements established by any relevant credentialing body.

3. BACKGROUND INFORMATION FOR REVIEW
   a. Briefly summarize the course to provide a context for reviewers.

   b. Provide rationale for the proposed change(s).

   c. Provide evidence i.e. letters, email, etc., of support from departments/programs significantly impacted by proposed change(s).

4. Date email was sent to Dean requesting Decanal Resource Analysis: _______________.  
The Decanal Resource Analysis is not part of the curricular review by faculty but must accompany the proposal when reviewed by the UCC. Deans are asked to provide their analysis electronically to the Associate Provost and GCPRC chair after departmental and school approval.