

CURRICULUM DEVELOPMENT APPLICATION

New Credit Course: Gen Ed Discipline

Consult with the CRC Curriculum Coordinator to obtain Submission Deadline and Effective Date – Bldg. 9/104G, ext. 5080

Department information			Date of Application:		
Originator:		Ext.	Bldg./Office:		
Program/Dept.:				Dept. Code # (4 digits):	
Div. Code # (1 digit):	Org # (6 digits):	Presenter:			
New Course Information					
Course Title <i>(Limit to 30 characters)</i> :				Subject Code (Letters only):	
Instructional Hours		Total Credits:	Class Fee: \$		<input type="checkbox"/> DPR Course
Lecture:	Lab:	First term/year to be offered: <input type="checkbox"/> Winter 2018 <input type="checkbox"/> Spring 2018 <input type="checkbox"/> Summer 2018 <input type="checkbox"/> Fall 2018			
Term(s) offered to appear in catalog: <input type="checkbox"/> Fall <input type="checkbox"/> Winter <input type="checkbox"/> Spring <input type="checkbox"/> Summer <input type="checkbox"/> Offered as needed					
Cite evidence of need – limit to 40 words:					
<i>To be completed by Program Chair:</i>					
<input type="checkbox"/> Reviewed and addressed workload, staffing, and budget ramifications for this proposal with department administrator.					
Program Chair Signature and Date:					
Gen Ed disciplines:					
<ul style="list-style-type: none"> • Identify how this course will apply toward the AAOT degree (choose one)–Curriculum Coordinator can provide assistance: <ul style="list-style-type: none"> - Core Course ____ - Elective ____ - Not applicable ____ 					
All Gen Ed disciplines and CTE program areas:					
<ul style="list-style-type: none"> • Curriculum Development does not impact and/or duplicate other department/program courses (attach correspondence) • There is alignment in the course outline between description, PBLOs, and course content <ul style="list-style-type: none"> - Content Elements are identified and reflected in the PBLOs table of the Course Outline (matches content to outcomes) (Aids in curriculum application review for those not familiar with the Gen Ed discipline or CTE program are) • The following information is provided on last page of course outline: <ul style="list-style-type: none"> - Assessment methods (check list) - Teaching methods <i>(if DPR designated)</i> 					
Application attachments (in the following order):					
<ul style="list-style-type: none"> • Course Outline • Copies of correspondence with other departments or CTE programs that might be affected by course development. • Difference, Power, and Responsibility Criteria form <i>(if applicable)</i> 					
Dept. Administrator's Name ¹:			Signature and Date:		
Executive Dean's Name ²:			Signature and Date of:		

¹ E-mail course outline (MS Word) to curriculum@chemeketa.edu

And

² Forward signed application and attachments (application packet) to the CRC Curriculum Coordinator in the Teaching and Learning Dept., Bldg. 9/104G