

PROPOSAL COVER SHEET

Initiator: _____ Department: _____ Date: _____

Proposal title: _____

TYPE OF PROPOSAL (check all that apply)

<u>SOE course</u>	<u>SOE program</u>	<u>Course/program outside SOE</u>
<input type="checkbox"/> New	<input type="checkbox"/> New	<input type="checkbox"/> Seeking approval as substitute for SOE course
<input type="checkbox"/> Changes affecting units	<input type="checkbox"/> Changes affecting units	<input type="checkbox"/> Changes affecting SOE curriculum
<input type="checkbox"/> Changes affecting curriculum in other departments	<input type="checkbox"/> Changes affecting curriculum in other departments	
<input type="checkbox"/> Other changes	<input type="checkbox"/> Other changes	

What departments and programs are affected, both within and outside the School of Education.

Department(s): _____

Credential program(s): _____

Degree program(s): _____

Certificate programs(s): _____

Other program(s): _____

Does this proposal: Involve graduate courses or programs? _____ Require CCTC approval? _____

List any courses for which you plan to request General Education status: _____

REQUIRED ATTACHMENTS

Program Proposal form(s) for each new or changed program

Course Proposal form(s) for each new or changed course

Review form signed by each department and/or program affected, Graduate Committee (if proposal affects graduate programs) and the School dean.

Brief history of consultation regarding this proposal (other than that already documented in other attachments).

Initiator's signature: _____ Date: _____

DATE CURRICULUM COMMITTEE ACTION

_____ Full proposal received. Designated as: _____ Decision item _____ Information item

_____ First reading. Changes or additional information requested: _____

_____ Second reading. Changes or additional information requested: _____

_____ Subsequent reading. Changes or additional information requested: _____

_____ Final Curriculum Committee action taken: _____ Approved _____ Disapproved

Comments:

Signatures: Chair: _____ Member: _____

Member: _____ Member: _____

_____ All additional approvals obtained (if needed), course/program entered into SSU Master Catalog file