

**Curriculum & Instruction Committee (C&I)
Course Modification Proposal**

**** Please attach a complete updated course syllabus. You will receive further instructions from the Office of Academic Affairs regarding C&I meeting dates and attendance. ****

Current Course Title: _____ Current Course #: _____

Modification Requested (Check all that applies):

Notification Only

☐ Textbook Edition Update

Two Presentations & Vote

- ☐ New/Modified Course or Program
☐ Academic/Vocational Status
☐ Core Competency Change (College Initiated)
☐ Course Description/Content
☐ Course Number Change

One Presentation & Vote

- ☐ KCOG Core Competency Change
☐ New Textbook

- ☐ Course Prerequisite
☐ Course Title
☐ Credit Hours
☐ Inactive to Active
☐ State Approval

If changing course number: Old # _____ New # _____

Recommended Effective Semester/Year: _____

Proposed Change (Required):

I have checked with the library for materials and checked with the Dean of Instruction for money available in budget needed to activate this class. ☐ Yes ☐ N/A

Reason for Change (Required):

Initiator Signature

Date

Department Approval

☐ Approve ☐ Disapprove

Date

Curriculum & Instruction Committee

☐ Approve ☐ Disapprove

Date

Dean of Instruction

☐ Approve ☐ Disapprove

Date

Reason for Disapproval:

Supporting documentation attached:

☐ Yes ☐ No