**Substantive Course Change**

**[INSERT NAME OF ACADEMIC UNIT]**

**Substantive Change in** [INSERT TYPE OF CHANGE]

|  |  |  |
| --- | --- | --- |
| **FROM** (~~strikethrough~~ the changes) | | **TO** (underline changes) |
| **Short Course Title**  **(30 characters)** |  |  |
| **Course Title (100 characters)** |  |  |
| **Is this course required for a major?**  **If so, is the major in your department?** | **[ ] Yes [ ] No**  **[ ] Yes [ ] No** | **[ ] Yes [ ] No**  **[ ] Yes [ ] No** |
| **Catalog Description** |  |  |
| **Start Term:** | | |
| **Grading Basis:**  Letter grade, P/NC |  |  |
| **Liberal Arts** | **[ ] Yes [ ] No** | **[ ] Yes [ ] No** |
| **Core Requirement** | \_\_\_\_ Not Applicable  \_\_\_\_ English Composition  \_\_\_\_ Scientific World  \_\_\_\_ Math and Quantitative Reasoning  \_\_\_\_ Creative Expression  \_\_\_\_ Life and Physical Science  \_\_\_\_ U.S. Experience in its Diversity  \_\_\_\_ World Cultures and Global Issues  \_\_\_\_ Individual and Society (Humanities or Social Sciences:\_\_\_\_\_\_\_\_\_\_\_\_\_) | \_\_\_\_ Not Applicable  \_\_\_\_ English Composition  \_\_\_\_ Scientific World  \_\_\_\_ Math and Quantitative Reasoning  \_\_\_\_ Creative Expression  \_\_\_\_ Life and Physical Science  \_\_\_\_ U.S. Experience in its Diversity  \_\_\_\_ World Cultures and Global Issues  \_\_\_\_ Individual and Society: (Humanities or Social Sciences: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_) |
| **List all other designations or attributes**  (W, P&D, STEM, GER, Foreign Language) |  |  |
| **Is this course cross-listed?** | **[ ] Yes [ ] No**  Course Prefix and Number: | |
| **Prefix & Five Digit Course Number** |  |  |
| **Pre and/or Co Requisites** (specify which are pre-, co-, or both) |  |  |
| **Credits**    **Repeatable? If so, how many credits?** |  |  |
| **Hours** (per week) |  |  |
| **Mode of instruction**  If you are proposing more than one modality  you only need this one form. However, you must explain in the rationale and include a syllabus for each mode of instruction proposed.) | \_\_Hybrid  \_\_Online  \_\_In person | \_\_Hybrid  \_\_Online  \_\_In person |

* Rationale:
* Consultation Statement:

1. Is the proposed change likely to affect other academic units?

[ ] NO [ ] YES – If yes, list the academic units:

Specify who was consulted and the nature of the consultation:

(The head of the academic unit, such as department chair, or the curriculum committee should be consulted. Indicate whether the consultation happened via email or meeting and what was discussed).

1. Does this affect the Library? [ ] NO [ ] YES

Have you consulted the subject liaison? [ ] NO [ ] YES

For new courses or programs, please consult.

* Syllabus: