**TEMPLATE**

**Curriculum Changes for  
(Program Name)**

**Effective Term: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Effective Catalog: Fall 20\_\_\_**

**Rationale (Outcomes/Accreditation):** How was the change derived, individuals/groups involved (i.e. advisory, accrediting body, focus groups) and assessment data that was gathered.

**Developer**:

**Outline of Changes to Curriculum:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Current Courses** | **Hr** | **Effective Date** | **Course Change** | **Hr** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Total Hours |  |  |  |  |

\*Note: the new courses will not be allowed to be transferred into NMC

|  |  |  |
| --- | --- | --- |
| **Course Number** | **Course Description** | **Hr** |
|  |  |  |
| Total Hours |  |  |

**New Course Descriptions**

|  |  |  |
| --- | --- | --- |
| **Course Number** | **Course Description** | **Hr** |
|  |  |  |
| Total Hours |  |  |

**System Implementation**

To ensure the changes are properly implemented into the College systems, the Initiator is responsible to update the following to include but not limited to:

**Registrar: \_\_\_\_\_\_\_\_\_Initials of reviewer**

* + Prerequisites:
  + Course numbers:
  + Length of course:
  + Rotation schedule of course offering
  + Specified cohort group affected (term of matriculation)

**Admissions / Marketing:  \_\_\_\_\_\_\_\_\_\_Initials of reviewer**

* + Promotional materials
  + Application updates paper and online
  + Additional training
  + Updates in College catalog
  + Updates on College webpage

**Compliance:  \_\_\_\_\_\_\_\_\_\_Initials of reviewer**

* Updates in College catalog

**Financial Aid: \_\_\_\_\_\_\_\_\_\_Initials of reviewer**

* + Will the name of the program change (identify old/new)?
  + What is the Length of entire program (years, months, and semesters)?
  + Total number of credit hours?
  + Term of delivery (weeks)
  + Will there be a different tuition rate?
  + Will there be additional fees?
  + Will be a different mode of delivery?

**CREATE Center \_\_\_\_\_\_\_\_\_Initials of reviewer**

* Course shell
  + Online
  + On campus
* Develop schedule for course consultation/development

**Advising:  \_\_\_\_\_\_\_\_\_Initials of reviewer**

* + Update of advisement sheet – please attach

**Deans Council: \_\_\_\_\_\_\_\_\_\_Initials of reviewer**

* Deans will ensure no issues are seen with the Educated Citizen Core.

Comments/Suggestions