

ROUTING FORM FOR PROPOSED CHANGES TO ACADEMIC POLICY, CURRICULUM CHANGES, STATUTES

EAST GEORGIA STATE COLLEGE

NAME OF POLICY/ PROPOSAL: Application for Proposed New Course

Attach a complete copy of the proposed change as acted upon by the APCC or Faculty Senate. If changes made to proposal prior to adopting, please note the person and governance body making the change on the proposal, initial and date the change. Copies of appropriate documentation should be attached to the form with each submission and should be retained at each level. Please indicate the type of proposal being submitted:

- New Course
- Deactivate Course
- Discontinue Course
- Reactivate Degree Program
- Policy Proposal.
- New Degree Program
- Discontinue Course
- Deactivate Degree Program
- Policy Revision
- Changes to Degree Program Requirements
- Reactivate Course
- Discontinue Degree Program
- Statutes Revision
- Other: _____

ACADEMIC POLICIES AND CURRICULUM COMMITTEE (APCC)

Initiated and Submitted to APCC

Signature *James S. Beal*

Date 7/23/20

Dean Approval:

Signature _____

Date _____

APCC Action: Approved Denied Returned Tabled

Signature of Vice President for Academic and Student Affairs, Chair *Danda Sharma*

Date 7-24-2020

Comments: _____

APCC Chair submits to Faculty Senate

FACULTY SENATE

Faculty Senate Action: Approved Denied Returned Tabled

Signature of Faculty Senate President _____

Date 7/24/2020

Comments: _____

Faculty Senate President sends to EGSC President and to the Vice President for Academic and Student Affairs
Note: Revisions to EGSC Statutes require approval of President's Cabinet and must be submitted to Chief of Staff/Legal Counsel for routing to President's Cabinet and routing to President. Please indicate "EGSC Statutes revision" on this form.

PRESIDENT

President's (or designee's) Action: Approved Denied Returned Tabled

Signature *Richard Lane*

Date Jul 24, 2020

Comments: _____

Distribution By: *Madan K. Gupta*
Signature

Date 07/24/20

President retains original ACADEMIC POLICY/PROPOSAL ROUTING FORM

President's Office Distributes Copies To:

Faculty Senate—President _____

Date 7/24/20

Academic Policies & Curriculum Committee—Chair/VPASA _____

Date 7/24/20

Chief of Staff/Legal Counsel _____

Date 7/24/20

APPLICATION FOR PROPOSED NEW COURSE		
Submitted by:		Date:
Full Title of Proposed Course:		
Abbreviated Course Title, if applicable (cannot exceed 30 characters including spaces. Do not use the '&' or '/' symbols when creating titles, hyphens are OK):		
Course will be added to the EGSC Course Schedule effective (Term/Year):		
Suggested Course Number (use table below to determine):	Course Level:	Area(s) For Course Use:
Course Number	Description	
0000-0999	These are pre-requisite Learning Support courses. Students must earn a "C" grade or higher in corequisite course to exempt and enroll in credit-bearing courses.	
1000-1999	Introductory courses that are open to first-year students. These courses do not have prerequisites.	
2000-2999	These courses are designed, primarily, for sophomores, juniors, and seniors. First-year students may enroll if they have completed the appropriate prerequisite courses.	
3000-3999	These courses are generally designed for juniors and seniors who are currently in their major area of study.	
4000-4999	These courses are designed for seniors who require focused courses in their major area of study.	
Instructional Minutes/Sem Hr:	Out-of-class Minutes/Sem Hr:	Total Engagement Minutes/Sem Hr:
Prerequisites:	Estimated Enrollment (Headcount) Per Term Offered:	
Available Texts:		
Approximate Cost of Text: \$		
Chair or Coordinator Signature:		
Justification for the Course (narrative):		

Course Description:

Estimated Budget to Support This Course:

A) Operating Costs:

B) Capital Outlay:

C) Additional Library Resources:

Institutions in the USG Offering Similar Courses (include course titles and numbers):

Explanation of Compliance with the Credit Hours Awarded Policy (COURSE SYLLABUS ATTACHED)

Major Topics to be Covered (weekly):

Objectives of the Course:

Will the course replace another, or is this an additional course?

What effect will this course have on the enrollment in other courses?

Institutional Resources Which Make the Offering Desirable (including qualifications of available instructors):






APCC - Application for Proposed New Courses

Final Audit Report

2020-07-24

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"APCC - Application for Proposed New Courses" History

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