



Curriculum Proposal Origination Form: Programs

Purpose:

This form guides faculty, department chairs, and school deans in originating curriculum proposals for their school's internal curriculum committee to review and approve, prior to the CCC process.

*This form is for **program-level** changes only.* Types of program-level proposal: A) New Programs, B) Program Revisions, and C) Program Deactivations.

You only need to fill out the section corresponding to the type of proposal you are originating.

Next step: please submit the completed form to your school's Curriculum Liaison.

School:	
Proposal Originator(s):	
Date of Submission:	
Type of Proposal:	New Program (Section A) Program Revision (Section B) Program Deactivation (Section C)
Effective term/year of proposed change:	

Section A. New Program

Program Name:	
Award Type: (AA, AS, AAS, Certificate of Completion, Certificate of Achievement)	
Program Description:	
Total Credit Hours:	
Terms to Completion:	
Program Term by Term:	
New Program Justification:	
Effective Term and Year:	
Program Requirements: (Reading & Writing Skills and Math Skills)	
Financial Aid Questions:	<p>Will at least 50% of the program be taught at a location other than Main, JMMC, WS, ATC, SVC, RR or WTC? Yes No</p> <p>Has this program been offered previously under a different name or degree/certificate type? Yes No</p> <p>Do the classes in this program have lab hours? Yes No</p>
Program Learning Outcomes:	

Section B. Program Revision

Program Name:	
Award Type: (AA, AS, AAS, Certificate of Completion, Certificate of Achievement)	
Program Description:	
List of change(s):	
Reason for Revision:	
Program Term by Term:	
Total Credit Hours:	
Effective Term/Year:	
Program Requirements: (Reading & Writing Skills and Math Skills)	
Financial Aid Questions:	<p>Will at least 50% of the program be taught at a location other than Main, JMMC, WS, ATC, SVC, RR or WTC? Yes No</p> <p>Has this program been offered previously under a different name or degree/certificate type? Yes No</p> <p>Do the classes in this program have lab hours? Yes No</p> <p>If a certificate program: Are all the courses in this program embedded in an associate's degree? If this is a degree, answer N/A. Yes No N/A</p> <p>If yes, what degree? _____</p>

	<p>Have the required credit hours increased, decreased, or not changed?</p> <p>Increase Decrease No Change</p>
<p>Impact of Change:</p>	<p>Affect existing transfer agreements? Yes No</p> <p>Affect existing accreditations? Yes No</p> <p>Increase need for additional facilities/equipment? Yes No</p> <p>Increase the need for additional faculty? Yes No</p> <p>Affect graduation requirements? Yes No</p> <p>Negatively affect continuing students? Yes No</p> <p>Increase need for additional course offerings (sections)? Yes No</p> <p>Is this program being proposed as a limited entry? Yes No</p>
	<p>If you answered “yes” to any of the items above, please describe the effects of this change and actions you have taken to address them.</p>

Section C. Program Deactivation

Program Name:	
Award Type: (AA, AS, AAS, Certificate of Completion, Certificate of Achievement)	
Program Description:	
Justification for Deactivation:	
Program Term by Term:	
Total Credit Hours:	
Effective Term and Year:	
Impact of Change:	<p>Affect existing transfer agreements? Yes No</p> <p>Affect existing accreditations? Yes No</p> <p>Increase need for additional facilities/equipment? Yes No</p> <p>Increase the need for additional faculty? Yes No</p> <p>Affect graduation requirements? Yes No</p> <p>Negatively affect continuing students? Yes No</p> <p>Increase need for additional course offerings (sections)? Yes No</p> <p>Is this program being proposed as a limited entry? Yes No</p>
	<p>If you answered "yes" to any of the items above, please describe the effects of this change and actions you have taken to address them.</p>