Woodbury University Curriculum Committee

Minor Revision Proposal Form

This form is to be used for proposals to the Curriculum Committee. Please include any supporting documents. Complete proposals should be sent with appropriate signatures and electronic attachments to the Curriculum Committee convenor and the Vice President for Academic Affairs.

Complete all sections before submission to the Curriculum Committee.

Signatures of Approval:

Proposed by ___________________________ Date ________________
Department Chair _________________________ Date ________________
Dean ______________________________________ Date ________________

I. Course with Minor Revision*

Name and Course Number ____________________________
Units _____ Number of Sections/Year _____
Semester(s) offered ________________________________
Prerequisites _______________________________________

Attachments must be detailed and specific and must include:
  I. Course description (catalog description)
  II. Rationale (including learning objectives)
  III. Sample syllabus
  IV. Justification within existing programs
     A. Implication for Department and School
     B. Implication for other Departments and Schools

Curriculum Committee Review

Date Reviewed: __________________________

Received_____ Returned_____ (comments attached)

Distribution of approved course/curriculum:

Date Distributed: ______________________

___Registrar ___ Senate ___VPAA