

Curriculum Change Process(es)

5/13/2021

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Interim Curriculum Manager

Courses- Content

Personal Information Faculty Services

Workflow Curriculum Modification - Course Change

Please select the proposed improvements:

NOTE: Please select **ALL** of the applicable improvements from the list below.
Failure to select every improvement on this screen may result in a denied proposal.

Please input the existing course subject and number.

For example, ENGL 1050:

- Title
- Description
- Credit hours
- Course Number, Same Level
- Course Number, Different Level
- Prefix
- Level restriction
- Enrollment restriction
- Pre or Co-requisites
- Variable Credit
- Credit/No Credit
- Cross-listing
- Other (explain***)
- Type of Class
- Class Restriction
- WMU Essential Studies - Level 1: Foundations
- WMU Essential Studies - Level 2: Exploration and Discovery
- WMU Essential Studies - Level 3: Connections

Next

Back

Cancel

Courses- Routing

- Home
 - Worklist
 - Workflow Status Search
 - Workflow Alerts
- User Profile
 - My Processes
 - User Information
 - Change Password

Workflow Status

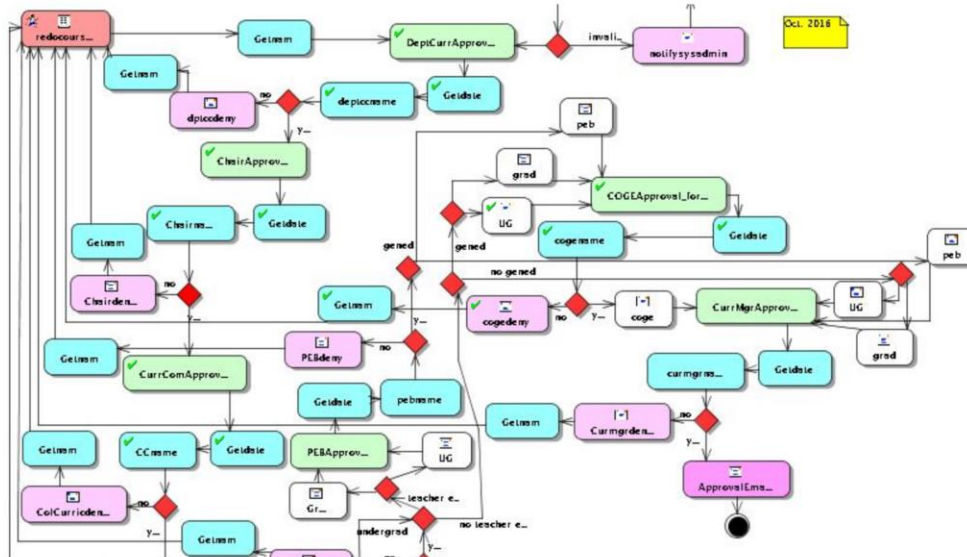
Hide Menu Logoff Help

Organization: Root
Workflow Name: WES Change Course ENGL 2220 - L-2018-ENGL-547

Workflow Status Workflow Details

66%

Stop Workflow Last Refresh Date: 13-May-2021 10:44:45 AM



Top

Program- Content

NOT FOR USE FOR CURRICULAR COURSE CHANGES
REQUEST FOR PROGRAM IMPROVEMENTS

1. Explain briefly and clearly the proposed improvement:
■
2. Rationale. Give your reason(s) for the proposed improvement.
■
3. Effect on other colleges, departments, or programs. If consultation with others is required, attach evidence of consultation and support. If objections have been raised, document the resolution. Demonstrate that the program you propose is not a duplication of an existing one.
■
4. Effect on your department's programs. Show how the proposed change fits with other departmental offerings.
■
5. Alignment with college's and department's strategic plan, mission, and vision.
■
6. Effects on enrolled students: Are program conflicts avoided? Will your proposal make it easier or harder for students to meet graduation requirements? Can students complete the program in a reasonable time? Show that you have considered scheduling needs and demands on students' time.
■
7. Student or external market demand. What is your anticipated student audience? What evidence of student or market demand or need exists? What is the estimated enrollment? What other factors make your proposal beneficial to students?
■
8. Effects on resources. Explain how your proposal would affect department and University resources, including faculty, equipment, space, technology, and library holdings. If proposing a new program, include a letter and/or email of support from the university libraries affirming that the library resource issues have been reviewed. Tell how you will staff additions to the program. If more advising will be needed, how will you provide for it? What will be the initial one-time costs and the ongoing base-funding costs for the proposed program? (Attach additional pages, as necessary.)
■
9. List the learning outcomes for the revised or proposed major, minor, or concentration. The department will use these outcomes for future assessments of the program.
■
10. Describe how this change is a response to assessment outcomes that are part of a department or college assessment plan or informal assessment activities.
■
11. (Undergraduate proposals only) Describe in detail how this change affects transfer articulation for Michigan community colleges. For new majors or minors, describe transfer guidelines to be developed with Michigan community colleges. For revisions to majors or minors, describe necessary revisions to Michigan community college guidelines. Department chairs should seek assistance from college advising directors or from the admissions office in completing this section.
■

Program- Routing


NOT FOR USE FOR CURRICULAR COURSE CHANGES REQUEST FOR PROGRAM IMPROVEMENTS		
CHECKLIST FOR COLLEGE DEANS		
<input type="checkbox"/> For new programs and proposed program deletions, the provost has been consulted.		
<input type="checkbox"/> For new programs, letter of support from University Libraries Dean indicating library resource requirements have been met.		
<input type="checkbox"/> When appropriate, letters of support from other college faculty and/or chairs are attached.		
<input type="checkbox"/> When appropriate, letters of support from other college deans, whose programs/courses may be affected by the change, are attached.		
<input type="checkbox"/> The proposal has been reviewed for implications for accreditation, certification, or licensure.		
<input type="checkbox"/> Detailed resource plan is attached where appropriate.		
<input type="checkbox"/> All questions attached have been completed and supporting documents are attached.		
<input type="checkbox"/> The proposal is written and complete as outlined in the Faculty Senate guidelines and the curriculum change guides.		
Dean: _____	Date _____	
FOR PROPOSALS REQUIRING REVIEW BY: GSC/USC, EPGC, GRADUATE COLLEGE, and/or FACULTY SENATE EXECUTIVE BOARD		
<input type="checkbox"/> Return to Dean		
<input type="checkbox"/> Forward to:	Curriculum Manager:	Date: _____
	*needs review by	
<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove	Chair, GSC/USC:	Date: _____
<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove	Chair, EPGC:	Date: _____
<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove	Graduate College Dean:	Date: _____
<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove	Faculty Senate President:	Date: _____
<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove	*needs review by Provost:	Date: _____

Curriculog



The screenshot shows the Curriculog website with a dark blue header. Navigation links include 'Request Demo', 'Testimonials', 'Webinars', 'Customer Center', 'ABOUT', 'SOLUTIONS', 'SERVICES', 'BLOG', and 'CONTACT'. The DIGARC logo is present with the tagline 'Taking Education Higher'. The main content area features the CURRICULOG CURRICULUM MANAGEMENT logo and the headline 'End the paper trail with curriculum management software'. Below this is a paragraph: 'Meet demand for new courses and support student success by cutting curriculum approval times in half. Reinvent your curriculum approval workflows and efficiently move proposals to the people who need them with a single click. When it comes time for accreditation review, your records will be neatly organized and tracked in curriculum management software instead of stacks of papers.' To the right, a computer monitor displays the Curriculog software interface, showing a list of course proposals with details like course numbers (e.g., CONS-101, COUN-412, COUN-414) and status indicators. A mouse is positioned in front of the monitor.

<https://www.digarc.com/solutions/curriculum-management/>

Curriculog










Proposals Agendas

Login  

Proposals

Filter by: [Advanced Filter](#)

- Biochemistry Major**
 (8 thumbs up, 2 empty)
Program: Modification(s) to Major
Last Activity: Apr 22, 2021 12:22 PM by Theresa Rodriguez
- Biochemistry Secondary Education Major**
 (6 thumbs up, 4 empty)
Program: Modification(s) to Major
Last Activity: Apr 22, 2021 12:22 PM by Theresa Rodriguez
- Borders and Languages Major**
 (7 thumbs up, 3 empty)
Program: Modification(s) to Major
Last Activity: Apr 7, 2021 3:40 PM by Don May
- CE - 432 - Robotics II**
 (1 thumbs up, 5 empty)
Course Proposal: Departmental Non-Substantive Change
Last Activity: Mar 23, 2021 10:50 AM by Yiyang Li
- CHEM - 496 - Senior Seminar I**
 (12 thumbs up, 1 thumbs down, 7 empty)
Course Proposal: Course Deletion
Last Activity: Apr 22, 2021 1:08 PM by Don May
- CHEM - 497 - Senior Seminar**
 (5 thumbs up, 5 empty)
Course Proposal: Departmental Non-Substantive Change
Last Activity: Apr 22, 2021 12:23 PM by Theresa Rodriguez



If you need assistance or have questions related to Curriculog, please contact Mallory Carnuccio at curriculum@fortlewis.edu.

2021-2022 Catalog Changes

Login to submit changes. Any curricular changes related to the catalog that are approved after **February 14, 2021** will be published in the next catalog.

[Helpful Hints for Chairs and Deans](#)




Questions or training how to enter proposals
email curriculum@fortlewis.edu

How to Videos

- [Approve at Originator Step](#)













<https://fortlewis.curriculog.com/>


Curriculog

 **Proposals** Agendas Accounts Login  

Proposals

Filter by:
All Proposals Advanced Filter

APAFT - Tenure and Promotion Guidelines for COVID-19 Fall 2020, Spring 2021, & Summer 2021 - 20  5.2 Official Senate Documents Last Activity: Jan 25, 2021 8:15 AM by Aubrey Jenkins Lord	
APAFT - Autobiographical Form - 21  5.2 Official Senate Documents Last Activity: Apr 13, 2021 9:32 AM by Patti Glover	
APAFT - College of Arts & Humanities Tenure Review Policy & Post-Tenure Review and Professor Performance Compensation Plan (PCP) - 21  5.2 Official Senate Documents Last Activity: Apr 13, 2021 10:03 AM by Patti Glover	
APAFT - College of Science Tenure and Post-Tenure Documents - 21  5.2 Official Senate Documents Last Activity: Mar 18, 2021 3:31 PM by Aubrey Jenkins Lord	
APAFT - EAST PROMOTION, TENURE, AND POST-TENURE REVIEW POLICY - 21  5.2 Official Senate Documents Last Activity: Mar 18, 2021 3:32 PM by Aubrey Jenkins Lord	
APAFT - Jerry and Vickie Moyes College of Education Tenure Document - 21  5.2 Official Senate Documents Last Activity: Mar 22, 2021 9:40 AM by Patti Glover	

 **WEBER STATE UNIVERSITY**

IF YOU CAN SEE THIS PAGE YOU ARE NOT LOGGED IN.

Click Login on the top right of the page.

Welcome To All Things Curriculum! We welcome you and hope to provide you with some important information.

Curriculog is now importing from the 2021-2022 Draft Catalog.

This is the access point for submitting EVERY type of curriculum proposal.

Please note -Curriculog proposals must be monitored closely so they can get through the Curriculum process in a timely manner. Please check that they are getting approved at the various approval steps.

[Canvas - University Curriculum Course](#)

<https://weber.curriculog.com/>

Curriculog

- One system for both course and program changes
- Full catalog integration
- Flexibility to update content requirements easily (without extensive coding/programming)
- Easier and customizable routing
 - Limited emails
 - Transparency -- easy to see where things are
 - Proposals approved at appropriate level
- Integrate Curriculum Committees into system
 - Online agendas vs. email
- Other review and archiving uses . . .

<https://weber.curriculog.com/>

Curriculog

- Timeline for implementation: 12-14 weeks
- Launch: August/early September 2021
- Training and Support
- Banner Workflow/PDF phase-out

<https://weber.curriculog.com/>

Curriculog

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