

**Curriculum & Instruction Committee (C&I)
Course Modification Proposal**

Office Use Only

Submitted to KBOR _____

Accepted by KBOR _____

Syllabus updated online _____

Current Course Title:

Current Course #:

Discussion Topic*

(select only if no other
options on this form apply)**Modification Requested** (Check all that apply):Notification Only

KBOR/KSNB/ACEN Core Competency Change

Textbook Edition Update

One Presentation & Vote

New Textbook

Two Presentations & Vote Do not mark if a notification only

Academic/Vocational Status

Course Prerequisite

Core Competency Change (College Initiated)

Course Title

Course Description/Content

Credit Hours

Course Number Change

Inactive to Active

State Approval (will need a 4 Month lead time)

If changing course number: Old # _____ New # _____

Recommended Effective Semester/Year: _____

Proposed Change* (Required):I have checked with the library for materials and checked with the Dean of Instruction for money
available in budget needed to activate this class.

Yes

N/A

Reason for Change* (Required):_____
Initiator Signature_____
Date_____
Department Approval

Approve

Disapprove

Date_____
Curriculum & Instruction Committee

Approve

Disapprove

Date_____
Chief Academic Officer

Approve

Disapprove

Date

Reason for Disapproval:

Supporting documentation attached:

Yes

No

*If the description boxes are not large enough, please attach a work document and note in the box to see attachment.