

Curriculum & Instruction Committee (C&I) New Course Proposal

**** Please attach a complete updated course syllabus. You will receive further instructions from the Office of Academic Affairs regarding C&I meeting dates and attendance. ****
Two presentations and a vote; must be initiated four months prior to implementation will need to go through KBOR.

Current Course Title: _____ Course #: _____

Vocational Academic Credit Hours: _____

Contact Hours per Week: _____ Lecture _____ Lab

Department: _____

General Education Distribution: _____

Recommended Effective Semester/Year: _____

Applicable Program and CIP Code: _____

Request for course to be added to _____ degree sheet.

I have checked with the Dean of Academic Affairs for a similar or matching course.

Yes No N/A

Justification for course (Required):

_____ Initiator Signature	Approve	Disapprove	_____ Date
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_____ Department Approval	Approve	Disapprove	_____ Date
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_____ Curriculum & Instruction Committee	Approve	Disapprove	_____ Date
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_____ Dean for Academic Affairs	Approve	Disapprove	_____ Date
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Reason for disapproval:

Supporting documentation attached Yes No