

EPCC Course Proposal Form

Instructions: Complete this form and forward, along with required supporting documentation (see below) as an electronic copy to the relevant Dean's Office. Once approved and signed the dean should forward the electronic copy to the appropriate EPCC support staff.

Select One: Change Current New Delete Suspend

College: A=OO OU = Education Business **Prepared By:** _____ **Date:** _____

(If proposing a new course do not complete the "Current" block below. New course proposals must include a copy of the syllabus with course outline, learning objectives, evaluation methods, and bibliography. EPCC will not review new course proposals without this information. Required supporting documentation for adding DPD, GEC, and UWR can be found on the [EPCC website.](#))

<p>Current</p> <p>Course Prefix: ____ Course Number: ____ Credits: ____</p> <p>Course Title: _____</p> <p>Repeat Status: <input type="checkbox"/>No <input type="checkbox"/>Yes (Number of Times: ____)</p> <p>Prerequisites:</p> <p>Enrollment Cap:</p> <p>Offered: <input type="checkbox"/>On-Campus <input type="checkbox"/>Online <input type="checkbox"/>Both</p> <p>DPD (<input type="checkbox"/>Currently Applies <input type="checkbox"/>Add <input type="checkbox"/>Remove)</p> <p>UWR (<input type="checkbox"/>Currently Applies <input type="checkbox"/>Add <input type="checkbox"/>Remove)</p> <p>GEC (<input type="checkbox"/>Currently Applies <input type="checkbox"/>Add <input type="checkbox"/>Remove)</p> <p>GEC Category: <input type="checkbox"/>AEH <input type="checkbox"/>APC <input type="checkbox"/>SMI <input type="checkbox"/>SSC <input type="checkbox"/>GTW</p> <p>Catalog Description (Include Page Number):</p>	<p>Proposed <i>(Complete Only Those That Are New or Changing)</i></p> <p>Course Prefix: ____ Course Number: ____ Credits: ____</p> <p>Course Title: _____</p> <p>Repeat Status: <input type="checkbox"/>No <input type="checkbox"/>Yes (Number of Times: ____)</p> <p>Prerequisites:</p> <p>Enrollment Cap:</p> <p>Offered: <input type="checkbox"/>On-Campus <input type="checkbox"/>Online <input type="checkbox"/>Both</p> <p>DPD (<input type="checkbox"/>Currently Applies <input type="checkbox"/>Add <input type="checkbox"/>Remove)</p> <p>UWR (<input type="checkbox"/>Currently Applies <input type="checkbox"/>Add <input type="checkbox"/>Remove)</p> <p>GEC (<input type="checkbox"/>Currently Applies <input type="checkbox"/>Add <input type="checkbox"/>Remove)</p> <p>GEC Category: <input type="checkbox"/>AEH <input type="checkbox"/>APC <input type="checkbox"/>SMI <input type="checkbox"/>SSC <input type="checkbox"/>GTW</p> <p>Implementation Date/Term:</p> <p>Catalog Description:</p>
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<p>If new, will course require additional FTE? <input type="checkbox"/>No <input type="checkbox"/>Yes</p> <p>Have programs affected by the course change or addition been notified? <input type="checkbox"/>No <input type="checkbox"/>Yes <input type="checkbox"/>NA If yes, date notified?</p> <p>If yes, list programs that were notified:</p>
<p>Justification For Proposal:</p> <p><i>Explain how the proposed course is significantly different from similar courses offered.</i></p>

<input type="checkbox"/> Approved <input type="checkbox"/> Denied	Discipline Chair:	Date:
<input type="checkbox"/> Approved <input type="checkbox"/> Denied	College Dean (or designee):	Date:
<input type="checkbox"/> Received	Marketing Office Consulted:	Date:
<input type="checkbox"/> Received	Library:	Library Resource Costs:
<input type="checkbox"/> Received	Library Resource Costs:	Date:
<input type="checkbox"/> Approved <input type="checkbox"/> Denied	Chair EPCC:	Date:
<input type="checkbox"/> Approved <input type="checkbox"/> Denied	President, Faculty Senate:	Date:
<input type="checkbox"/> Approved <input type="checkbox"/> Denied	Provost:	Date: