Template B

Course Revision/Deletion Template

Steps to the approval process:

1. Complete the applicable template(s) and email them to the departmental or program curriculum committee chair.
2. The curriculum chair emails the proposal to the curriculum committee, then to the department/program faculty for a vote and finally to the department/program chair.
3. The department/program chair emails the proposal to curriculum-approval@iup.edu; this email will also serve as an electronic signature.
4. Curriculum committee staff will log the proposal, forward it to the appropriate dean's office(s) for review within 14 days and post it on the X Drive for review by all IUP faculty and administrators. Following the dean's review the proposal goes to the UWUCC/UWGC and the Senate.
5. Questions? Email curriculum-approval@iup.edu.

Contact Person:	**Heide Witthöft and Marveta Ryan-Sams**	Email Address:	**heide@iup.edu; mmryan@iup.edu**
Proposing Depart/Unit:	**Department of Foreign Languages**	Phone:	**724-357-2320; 724-357-2325 (Dept.)**

Course Revisions *(Check all that apply; fill out categories below as specified; i.e. if only changing a course title, only need to complete Category A information; if Category B need information in both A and B; For Category C, complete entire form)*:

Category A: ☐ Course Prefix/Number Change ☐ Course Title Change **X** Course Deletion

Category B: ☐ Catalog Description Change ☐ Modify Prerequisite(s)

Category C: ☐ Add Dual Level ☐ Add Liberal Studies *(Complete Template C)* ☐ Change in Class/Lab Hours

☐ Add Distance Education *(Complete Template E)* ☐ Add/Revise TECC *(Complete Template D)* ☐ Course Revision

☐ Other - Click here to enter text.

Current Course Information		Proposed Changes	
Category A *(if not changed leave blank)*			
Current Prefix	GRMN	Proposed Prefix	Click here to enter text.
Current Number	253	Proposed Number	Click here to enter text.
Current Course Title	Intermediate Composition and Conversation	Proposed Course Title	Click here to enter text.
Prerequisite(s)	Click here to enter text.	Proposed Prerequisite(s)	Click here to enter text.
Category B *(if not changed leave blank)*			
Current Catalog Description	Click here to enter text.	Proposed Catalog Description	Click here to enter text.

Template B

<table>
<tr><td colspan="4" align="center">Category C <i>(if not changed leave blank)</i></td></tr>
<tr>
<td>Current Course (Student Learning) Outcomes</td>
<td>Click here to enter text.</td>
<td>Proposed Course (Student Learning) Outcomes</td>
<td>Click here to enter text.</td>
</tr>
<tr>
<td>Brief Course Outline
<i>(it is acceptable to copy this from the old syllabus)</i></td>
<td>Click here to enter text.</td>
<td>Brief Course Outline
<i>(Give sufficient detail to communicate the content to faculty across campus. It is not necessary to include specific readings, calendar, or assignments.</i></td>
<td>Click here to enter text.</td>
</tr>
<tr><td colspan="4" align="center">Rationale for Proposed Changes (All Categories)</td></tr>
<tr>
<td>Why is the course being revised/deleted:</td>
<td colspan="3">GRMN 253 has been replaced by GRMN 220 Intermediate German Conversation and by GRMN 230 Intermediate German Composition (approved at Senate on Oct. 7, 2014) Deleting the course will free up the GRMN 253 designation to be used for future new course development, if needed..</td>
</tr>
<tr>
<td>Implication of the Change on:
- Program
- Other programs
- Students</td>
<td colspan="3">No programs will be affected.</td>
</tr>
<tr>
<td>For Dual Listed Courses</td>
<td colspan="3"><i>List additional learning objectives for the higher-level course</i>
Click here to enter text.</td>
</tr>
</table>

For Dean's Review

- Are resources available/sufficient for this course? ☐ Yes ☐ No ☐ NA

- Is the proposal congruent with college mission? ☐ Yes ☐ No ☐ NA

- Has the proposer attempted to resolve potential conflicts with other academic units? ☐ Yes ☐ No ☐ NA

Comments: Click here to enter text.