

[Exception (Requires explanation and approval)] - 1. Communications & Foreign Languages




1 2020-2021 Proposal Routing

General Catalog Information

FIRST AND FOREMOST

“All proposers should use this Routing form to upload proposals until individual Proposal types are available in Curriculog (e.g., Course Change, New Course, Information Item).”

**** Read before you begin ****

1. TURN ON help text before starting this proposal by clicking  in the top right corner of the heading.
2. FILL IN all fields required marked with an *. If not applicable, N/A. You will not be able to launch the proposal without completing required fields.
3. ATTACH the documents to be routed through the workflow by navigating to the Proposal Toolbox and clicking  in the top right corner.
4. LAUNCH proposal by clicking  in the top left corner. DO NOT make proposed changes before launching proposal. **Changes will only be tracked after proposal is launched.**

Hierarchy Owner*

1. Communications & Foreign Languages

Key Information

Proposed By*

William Kelvin

“NOTE: Faculty presenter must be present at the Curriculum Committee meeting or the proposal will be returned to the School to be submitted for a later date.”

Type of Proposal*

- New Course New Program/Certificate Change of Course
 Program/Certificate Change Discontinue Course Discontinue Program



- Program/Certificate Change
- Discontinue Course
- Discontinue Program
- Catalog Retention/Deletion
- Information Item
- Memo
- Resubmit Tabled Item

NOTE: Proposals must be submitted by the dates listed on the published Curriculum Committee Calendar. All proposed actions approved in the Fall semester take effect in the following academic year. Actions approved in the Spring semester take effect after one additional year. Exceptions to published deadlines or effective dates must receive approval from the Academic Dean and Provost.

Term in which approved action will take place*

[Exception (Requires explanation and approval)]

Choose the Exception Term

2020


If "Exception", provide an explanation for the requested exception to the effective date.*


New faculty instructor remedied long-standing issue by updating course/syllabus to current Gen-Ed competencies prior to offering course in Fall 2020.


ATTACHMENTS

Please attach any required files by navigating to the Proposal Toolbox and clicking  in the top right corner.

Steps for [Exception (Requires explanation and approval)] - 1. Communications & Foreign Languages

Originator		Status: <i>Approved</i>
Participants	Activity	
 William Kelvin 9/17/2020 3:16 PM	Required Participation: <i>100% required</i> Required for Approval: <i>100% required</i> Date Completed: <i>9/17/2020 3:16 PM</i> Changes: <i>No</i> Comments: <i>No</i>	

Department Chair / Program Coordinator / Director		Status: <i>Rejected</i>
Participants	Activity	
 Fernando Mayoral 9/20/2020 9:46 PM	Required Participation: <i>100% required</i> Required for Approval: <i>100% required</i> Date Completed: <i>9/20/2020 9:46 PM</i> Changes: <i>No</i> Comments: <i>Yes</i>	

Originator		Status: <i>Approved</i>
Participants	Activity	
 William Kelvin 9/21/2020 12:52 PM	Required Participation: <i>100% required</i> Required for Approval: <i>100% required</i> Date Completed: <i>9/21/2020 12:52 PM</i> Changes: <i>Yes</i> Comments: <i>Yes</i>	

Department Chair / Program Coordinator / Director		Status: <i>Approved</i>

Participants

 **Fernando Mayoral** 9/21/2020 2:39 PM



Activity

Required Participation:
100% required
Required for Approval:
100% required
Date Completed:
9/21/2020 2:39 PM
Changes: *No*
Comments: *No*

Academic Dean

Status: *Approved*

Participants

 **Brian Page** 9/24/2020 3:36 PM
 **Deborah Teed** 9/24/2020 4:44 PM


Activity

Required Participation:
100% required
Required for Approval:
100% required
Date Completed:
9/24/2020 4:44 PM
Changes: *No*
Comments: *No*

Registrars Office-Curriculum Coordinator + Advising

Status: *Approved*

Participants

▲ **Registrar Office + Advising**
 **Jeffrey Peterman *** 9/28/2020 10:49 AM

Activity

Required Participation:
100% required
Required for Approval:
100% required
Date Completed:
9/28/2020 10:49 AM
Changes: *No*
Comments: *No*
Agenda: *Yes*

** Agenda Administrator*

Academic Dean + Office of Accountability (AASPIRE)

Status: *Force Approved*



Participants	Activity
<ul style="list-style-type: none"> <input checked="" type="checkbox"/> D'ariel Barnard 9/28/2020 3:12 PM <input type="checkbox"/> Brian Page Deborah Teed Joseph Van Gaalen <input checked="" type="checkbox"/> Jeffrey Peterman (System Administrator) 10/8/2020 2:53 PM 	<p>Required Participation: <i>100% required</i></p> <p>Required for Approval: <i>100% required</i></p> <p>Date Completed: <i>10/8/2020 2:53 PM</i></p> <p>Changes: No</p> <p>Comments: No</p>

Curriculum Committee	Status: <i>Approved</i>				
<table border="1"> <thead> <tr> <th>Participants</th> <th>Activity</th> </tr> </thead> <tbody> <tr> <td> <ul style="list-style-type: none"> ▲ Curriculum Committee <input checked="" type="checkbox"/> Sheila Seelau * 10/8/2020 5:10 PM </td> <td> <p>Required Participation: <i>100% required</i></p> <p>Required for Approval: <i>100% required</i></p> <p>Date Completed: <i>10/8/2020 5:10 PM</i></p> <p>Changes: No</p> <p>Comments: Yes</p> <p>Agenda: Yes</p> <p><i>* Agenda Administrator</i></p> </td> </tr> </tbody> </table>	Participants	Activity	<ul style="list-style-type: none"> ▲ Curriculum Committee <input checked="" type="checkbox"/> Sheila Seelau * 10/8/2020 5:10 PM 	<p>Required Participation: <i>100% required</i></p> <p>Required for Approval: <i>100% required</i></p> <p>Date Completed: <i>10/8/2020 5:10 PM</i></p> <p>Changes: No</p> <p>Comments: Yes</p> <p>Agenda: Yes</p> <p><i>* Agenda Administrator</i></p>	
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Provost	Status: <i>Approved</i>				
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Office of Accountability (AASPIRE)	Status: <i>Approved</i>

Participants

-  **D'ariel Barnard** 10/13/2020 9:20 AM
-  **Joseph Van Gaalen** 10/13/2020 9:46 AM

Activity

Required Participation:
100% required
Required for Approval:
100% required
Date Completed:
10/13/2020 9:46 AM
Changes: *No*
Comments: *No*



Office Of the Registrar-Curriculum Coordinator

Status: *Approved*

Participants

-  **Jeffrey Peterman** 10/14/2020 2:39 PM

Activity

Required Participation:
100% required
Required for Approval:
100% required
Date Completed:
10/14/2020 2:39 PM
Changes: *No*
Comments: *No*

Attachments for [Exception (Requires explanation and approval)] - 1. Communications & Foreign Languages

JOU 1100 Basic Reporting 2017-2018.pdf (uploaded by William Kelvin, 9/17/2020 3:15 pm)
JOU1100 Basic Reporting Syllabus Kelvin Fall 2020 For Curriculog.pdf (uploaded by William Kelvin, 9/21/2020 12:52 pm)
Corrected 2020-21 Change of Course Proposal
JOU1100 Kelvin Rev5.docx (uploaded by Jeffrey Peterman, 10/2/2020 12:52 pm)

**Comments for [Exception (Requires explanation and approval)] - 1.
Communications & Foreign Languages**

Eileen DeLuca	10/9/2020 10:47 am Reply
Approving Gen Ed and learning objective only. Changes to the Course Description and Topic outline should be reviewed for Fall 2021 implementation.	
Sheila Seelau	10/8/2020 5:10 pm Reply
Suggestion from committee: Consider whether all course learning outcomes truly align with the selected Integral and Supplementary General Education Competencies. Move any that are out of alignment to Section IV - B. Additional Course Learning Objectives/Outcomes.	
Jeffrey Peterman	10/8/2020 2:53 pm Reply
Forcing for Brian	
William Kelvin	9/21/2020 12:52 pm Reply
Revisions suggested by Sheila Seelau have been made.	
Fernando Mayoral	9/20/2020 9:46 pm Reply
The proposal needs to be effective for Fall 2020 because it is being taught this Fall 2020. The template for this course needed to be updated with the CREATE competencies since the template in the Document Manager had the old competency format. The proposal needs to have an exemption for Fall 2020	

**Decision Summary for [Exception (Requires explanation and approval)] - 1.
Communications & Foreign Languages**

This proposal is complete. No more decisions may be made at this time.

