CAPB I New Course Proposal

Curriculum and Academic Programs Board (CAPB I)

All changes will be effective the Fall semester after they are approved.

DEPARTMENT OR PROGRAM: _____

DATE SUBMITTED: _____

EFFECTIVE CATALOG YEAR: _____

1	Proposed Prefix & Course Number	

2	Rationale for course proposal (Explain need and/or external mandates):	

3	Complete Course Title (**35** characters or less, including spaces)	

4	Abbreviated Course Title (**20** characters or less, including spaces)	

5	Course Description (25 words or less)	

6	Pre-Requisites		Co-Requisites	

7	Terms Offered (F/S/SS/E/O/*as needed)	

8	Credits (Lecture Hours-Lab Hours)		(	-	)	(	-	)
		Credits	Lecture		Lab	Variable Credit		

9. Is this course repeatable for credit? ☐ Yes   ☐ No

Is there a limit? ☐ Yes ☐ No

If yes on both, what is the maximum number of hours that can be used toward graduation? _____

10	Grading Scheme (A-F or S/U)	

11	Classification of Instructional Programs (CIP) code (See http://nces.ed.gov/ipeds/cipcode/browse.aspx?y=55 for codes)	

12	Special Course Code (See https://www.csupueblo.edu/curriculum-and-academic-programs-board/_doc/folder/SPECIAL%20CLASS%20CODES.doc for codes)	

13	Resources identified as available to implement new course (include effects on existing courses/program budgets):	

01-25-2017

14. Sufficiency of instructional support:

Library Resources Needed	
Facilities Needed	
Equipment/Technology Needed	
Designated Instructor	

15. Strategic plan and program factors (explain how this course meets them):

Quality	
Centrality to Mission	

16. Does this course duplicate another course on campus?

☐ Yes ☐ No

If yes, attach letters of support from the other department(s).

17. Has this course been offered before as special topics (291 or 491)? ☐ Yes ☐ No

If yes, how many times and with what enrollment?

18. Will this course be part of a statewide (STAA) or institutional articulation agreements? See
https://www.csupueblo.edu/admissions/prospective-students/transfer-students/articulation-agreements-transfer-guides.html

☐ Yes ☐ No

If yes, detail any effect on the articulation agreement(s).

19. Does addition of this course necessitate any catalog language changes in a program or general education? ☐ Yes ☐ No

If yes, verify those changes are simultaneously submitted on a CAPB II form.

20. Attach a proposed course syllabus to this proposal. Syllabus should include course objectives, instructor contact information, office hours, grading scale, current ADA statement, program SLOs, etc. as detailed in the Faculty Handbook syllabus template Appendix B:
(https://www.csupueblo.edu/faculty-senate/_doc/appendix-b-syllabus-template.pdf)