

DCCCD ACADEMIC/LIBERAL ARTS DISCIPLINE COMMITTEE RECOMMENDATION FORM

DISCIPLINE COMMITTEE NAME:

DATE:

DISCIPLINE COMMITTEE CHAIR:

COLLEGE:

COURSE (Prefix/Number):

COURSE TITLE:

PHONE EXT:

EFFECTIVE TERM:

INSTRUCTIONS: To complete the form, place an "X" in the box that best describes the changes you are making to the course.

Add a New Course

Change a Corequisite (Concurrent).

Change a Prerequisite

Add___ Revise___ Delete ___

Add___ Revise___ Delete ___

(Check ONE below). Must either match or exceed ACGM requirements.

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Required : Hard code in Colleague; stops registration without prerequisite met

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Recommended: DO NOT hard code in Colleague; does not stops registration without prerequisite met

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Unique Need Course Request

Delete a Course

NOTE: Must complete a THECB application

Explanation of Recommendation:

Revise Course Title

NOTE: Must use course title as shown in the ACGM

Revise Course Description

Revise Course Hours/Configuration

Revise CIP code (Approval Number)

It is the Discipline Committee's responsibility to not only make specific recommendations for change, but also to determine if the changes will have a negative impact on other courses or programs. Please verify by checking the boxes below that you have sent your proposed changes and received feedback as to impact from the following areas:

Academic Advising

Online Catalog (B. Welcome)

Financial Aid

Degree Audit (N. Faris)

Curriculum Management/

Liberal Arts (M. Greer)

Workforce/CTE (J. Williams)

If there is a potential impact, describe the impact, if any, that was determined from this review and how the impact will be addressed.

