

Union County College
Faculty Curriculum Committee

Course Revision Form

To all faculty members seeking to introduce a course revision proposal to the Curriculum Committee, please make sure to complete the attached form accurately before submitting your proposal. For all revised courses, **please submit an electronic copy of your proposal to the Curriculum Committee Chair, with a copy to the New Course/New Program Subcommittee Chair.** All revised course proposals must follow these guidelines completely. If these guidelines are not followed completely, your revised course proposal may be delayed in the acceptance process. **Please refer to the Curriculum Committee website for all deadlines and meeting dates.**

Please Note:

- a) These guidelines for submitting revised courses were taken from the Union County College Curriculum Committee By-laws found on the committee's web page, and have been changed into checklist form for easy use.
- b) This form must be submitted to the New Course/New Program Subcommittee chairperson with your revised course proposal.
- c) All courses that will be offered in a Distance Learning format (Online or Blended) must be reviewed by the Academic Technology Committee and approved by the Curriculum Committee. This applies to existing courses that will be offered in the Distance Learning format for the first time. The proposal for all Distance Learning Courses should be reviewed by the Academic Technology Committee (ATC) prior to being submitted to the Curriculum Committee (but reviews may be concurrent if necessary). The ATC will only review the proposal as it relates to the technology required to deliver the course. For ATC proposal procedures, please contact the Chair of the ATC.

*Union County College
Faculty Curriculum Committee*

Course Revision Form

PART I

ORIGINATOR(S): Dr. Khan, Dr. Quagliato, and Prof. Heidary	DATE: October 19, 2013
DEPARTMENT CHAIR: Prof. Shahrzad Heidary	
COURSE CODE: CHE 122	TITLE: Chemistry – Health Sciences PROGRAM: Not in Chemistry Program
PROPOSED EFFECTIVE CATALOG DATE: 2014-2015	
PROPOSED TERM EFFECTIVE: Fall 2014	

PART II

A. TYPE OF CHANGE PROPOSED. Check the appropriate item(s) in this section and complete only those sections below that are applicable to your proposal.		
<input type="checkbox"/> Title	<input type="checkbox"/> Corequisite	<input type="checkbox"/> General Ed Designation
<input type="checkbox"/> Code	<input type="checkbox"/> Lecture Hours	<input type="checkbox"/> Instructional Delivery Method
<input checked="" type="checkbox"/> Description	<input type="checkbox"/> Lab Hours	
<input type="checkbox"/> Prerequisite	<input type="checkbox"/> Credit Hours	
B. TITLE CHANGE		
Current Title:		
Recommended Title:		
Rationale to Support Change:		

C. CODE CHANGE
Current Code:
Recommended New Code:
Rationale to Support Change:
D. CREDIT/LECTURE/LAB HOURS CHANGE
Current Credit/Lecture/Lab Hours:
Recommended New Credit/Lecture/Lab Hours:
Rationale to Support Change:
E. PREREQUISITE/COREQUISITE CHANGE
Current Prerequisite(s): Recommended Prerequisite(s): Rationale to Support Change:
Current Corequisite(s): Recommended Corequisite(s): Rationale to Support Change:
F. DESCRIPTION CHANGE
Current Description: CHE 105 but without the laboratory component. Students will attend the same lectures and be responsible for the same assignments (excluding laboratory) as students in the course with laboratory. Students must meet the same prerequisites. This course will not fulfill a college laboratory science requirement. Primarily intended for students who have completed the laboratory requirement at another institution. Permission of the Department Chair required. 3 lecture hours per week. 3 credit hours.
Recommended New Description: This course is CHE 105 without the laboratory component. This course is primarily intended for students who have completed the laboratory requirements at another institution. Students will attend the same lectures and be responsible for the same assignments (excluding laboratory) as students in the course with laboratory. This course will not fulfill a college laboratory science requirement. Prerequisite: Permission of the Department Chair is required. 3 lecture hours per week. 3 credit hours.

Rationale to Support Change:

Minor description changes to better describe the course, and to include complete sentences.

G. COURSE DESIGNATION

General Education

Please check the requested General Education knowledge area below:

- | | |
|--|--|
| <input type="checkbox"/> Communications
<input type="checkbox"/> Cultural and Global Awareness
<input type="checkbox"/> Ethical Dimension
<input type="checkbox"/> History
<input type="checkbox"/> Humanities | <input type="checkbox"/> Mathematics
<input type="checkbox"/> Sciences
<input type="checkbox"/> Social Sciences
<input type="checkbox"/> Technological and Information Competency |
|--|--|

Basic Skills

Distance Learning

Career Course (Identify program): _____

Other (Please Specify): _____

H. INSTRUCTIONAL DELIVERY METHOD

CURRENT METHOD

Traditional Online Blended (partial online)

PROPOSED METHOD

Traditional Online Blended (partial online)

I. REQUIRED ATTACHMENTS

Department Approval: Attach email from department chair indicating department review and approval of the new course proposal.

Revised course syllabus.

For distance learning courses only (this section will be reviewed by the ATC): an appendix addressing the technical issues related to administering the course via a distance learning modality. Consult with the Academic Technology Committee for specifics.

