



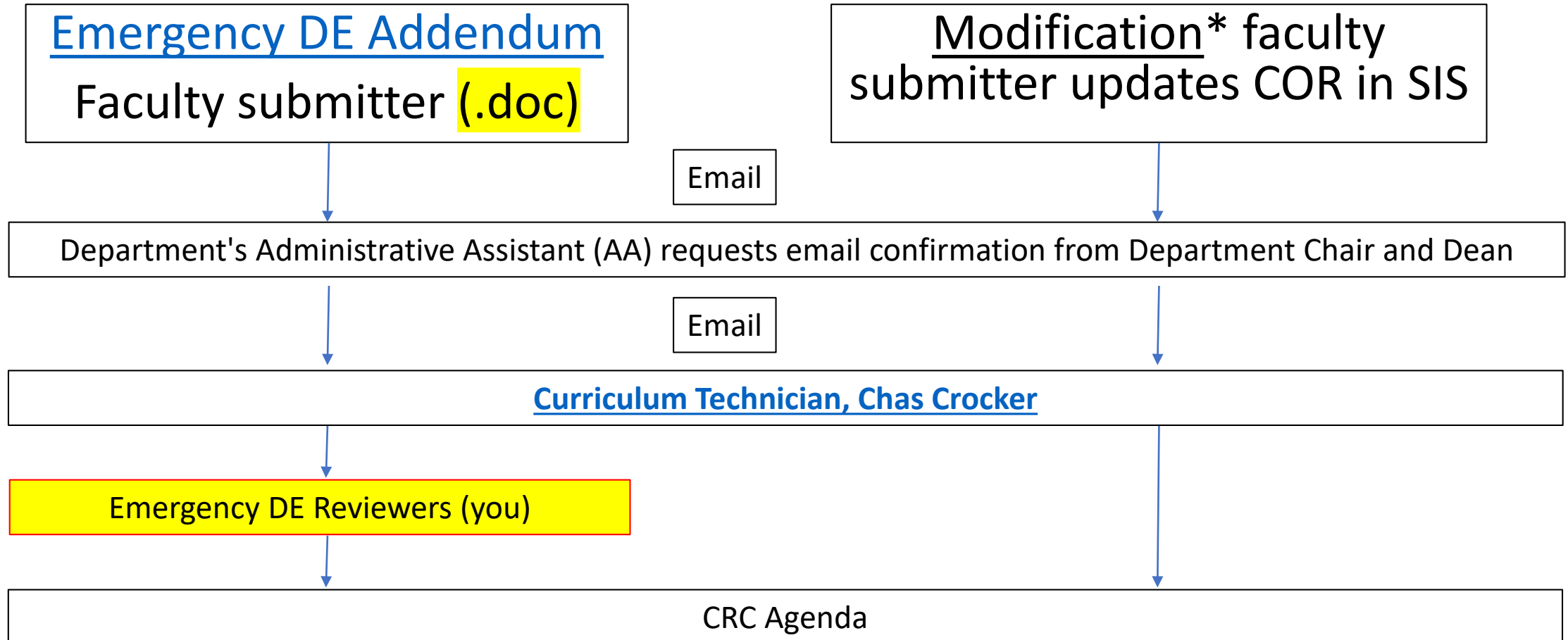
SRJC COURSE CURRICULUM

REMOTE COURSE SUBMISSION

CONSIDERATIONS

- Minimal training
- Available technology
- Software parameters (.doc, SIS)
- Feedback

EMERGENCY DE ADDENDUM OR MODIFICATION



*Modifications if minimal changes: Prefix, Title, Weeks, MOI, Course Description, SLOs, Objectives, Topics and Scope, Assignments, MOEs, Textbooks, CBE, GE status

REGULAR DE ADDENDUM

Canvas

Faculty Submitter (form in Task 2A)

Curriculum Office requests email confirmation from Department Chair and Dean

Regular DE Reviewers

CRC Agenda

NEW COURSE OR 6-YEAR REVIEW

Create new course / reinstate inactive one

Revise existing course

Create draft proposal in Curriculum Module of SIS. Fill out necessary forms.

Announce proposed course via college email (DL.STAFF.ALL). Include:

- proposing department
- prefix and number
- title
- units
- catalog description
- Identify its program of study

CLUSTER TECH

