FACULTY CURRICULUM COMMITTEE
COURSE FORM

Instructions:
- Please fill out one of these forms for each course you are adding, changing, deactivating, or reactivating.
- Fill out the parts of the form specified in part B. You must do this before your request can move forward!
- Remember that your changes will not be implemented until the next catalog year at the earliest.
- If you have questions, please start by checking the instructions on the website. Please feel free to contact the committee chairs with any remaining questions you might have.

A. CONTACT/COURSE INFORMATION.

Name: Bob Mignonе Phone: 843 953-5740 Email: mignonер@cofc.edu
Department or Program: Mathematics School: SSM

Subject Acronym and Course Number: Math 115, Math 140, Math 260, Math 290 and Math 333

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B. TYPE OF REQUEST. Please check all that apply, then fill out the specified parts of the form.

☐ Add a New Course (complete parts C, D, F, G, H, I, J, K)
☐ Change Part of an Existing Course (complete parts C, D, E, F, G, I, J, K)
  ☐ Course Number
  ☐ Course Name
  ☐ Course Description
  ☐ Credit/Contact Hours
  ☐ Restrictions (prerequisites, co-requisites, junior/senior standing, etc.)
☒ Deactivate an Existing Course (complete parts C, D, E, G, I, J, K)
☐ Reactivate a Previously-Deactivated Course (complete parts C, D, E, G, I, J, K)

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C. RATIONALE AND EXPLANATION. Please describe your request and explain why you are making it.

We have not taught any of these courses since 2008. They are no longer in any of our math tracks and they are not required by any other department.

D. IMPACT ON EXISTING PROGRAMS AND COURSES. Please briefly describe the impact of your request on other programs and courses. If another program requires the course, you must submit their written acknowledgement with this proposal. Also, the affected program must describe any change in the number of credit hours they require. Include a list of similar courses in other departments and explain any overlap.

The deactivation of these courses does not impact any other department.
E. EXISTING COURSE INFORMATION. If you are proposing a new course, just leave this blank. Otherwise, please fill out all fields.

Department: 
School: 
Subject Acronym: 
Course number: 

Credit hours: _ lecture _ lab _ seminar _ independent study 
Contact hours: _ lecture _ lab _ seminar _ independent study 

Course title: 

Course description (maximum 50 words, exactly as it appears in the catalog):

Restrictions (pre-requisites, co-requisites, majors only, etc.):

Cross-listing, if any:

Is this course repeatable? □ yes □ no If yes, how many total credit hours may the student earn? 

F. NEW COURSE INFORMATION. If you are deactivating a course, leave this blank. Otherwise, please fill out all fields. For changed courses, use boldface for the information that is changing.

Department: 
School: 
Subject Acronym: 
Course Number: 

Credit hours: _ lecture _ lab _ seminar _ independent study 
Contact hours: _ lecture _ lab _ seminar _ independent study 

Course title: 

Course description (maximum 50 words, exactly as it appears in the catalog):

Restrictions (pre-requisites, co-requisites, majors only, etc.):

Cross-listing, if any (submit approval from relevant department): 

Is this course repeatable? □ yes □ no If yes, how many total credit hours may the student earn? 

Is there an activity, lab, or other fee associated with this course? □ yes □ no What is the fee? $ 

Note: The Senate cannot approve new fees; Business Affairs will submit any such request to the Board of Trustees. The course can still be created, but the fee will not be attached until the Board has approved it.

If this is a newly-created course, is it intended to be the equivalent of an existing course? □ yes □ no 
If so, which course? 

Note: You must deactivate the course by submitting an additional Course Form.
G. **COSTS.** List all of the new costs or cost savings (including new faculty/staff requests, library, equipment, etc.) associated with your request.

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**H. STUDENT LEARNING OUTCOMES AND ASSESSMENT.**

<table>
<thead>
<tr>
<th>Student Learning Outcomes</th>
<th>Assessment Method and Performance Expected</th>
</tr>
</thead>
<tbody>
<tr>
<td>What will students know and be able to do when they complete the course?</td>
<td>How will each outcome be measured? Who will be assessed, when, and how often? How well should students be able to do on the assessment?</td>
</tr>
</tbody>
</table>

1. 

2. 

3. 

4. 

How does this course align with the student learning outcomes articulated for the major, program, or general education? What program-level outcome or outcomes does it support? Is the content or skill introduced, reinforced, or demonstrated in this course?

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**I. PROGRAM CHANGES.** Will this course be added to the existing degree requirements or list of approved electives of a major, minor, or concentration? If so, please explain briefly and attach a Change Minor or Change Major/Program Form as appropriate.
J. CHECKLIST.

☐ I have completed all relevant parts of the form.

☐ I have attached a cover letter that describes my request and lists all the documents I am submitting.

☐ (For new courses only) I have attached a syllabus.

☐ (For courses used in any way by other departments, including cross-listing) I have attached an acknowledgement from the relevant department.

☐ (For courses intended to fulfill a Gen Ed requirement) I have submitted the proposal to the Gen Ed committee.

K. APPROVAL AND SIGNATURES.

1. Signature of Department Chair or Program Director:

   [Signature]

   Date: 2/11/2013

2. Signature of Academic Dean:

   [Signature]

   Date: 2/13/13

3. Signature of Provost:

   [Signature]

   Date: 3/7/13

4. Signature of Business Affairs (only for course fees):

   [Signature]

   Date: ________________

   ☐ fee approved on ________________
   ☐ BOT approval pending

5. Signature of Curriculum Committee Chair:

   [Signature]

   Date: ________________

6. Signature of Faculty Senate Secretary:

   [Signature]

   Date: ________________

Date Approved by Faculty Senate: ________________________
Math Deactivations

- MATH 260 found within CSCI major.
- MATH 355 for DISC minor. Don't see anything from these departments.

Jerry

Agreed - Franklin

I don't see MATH 355 as listed for DISC minor.
I see MATH 350.08

No response as of 3/10/13