HOW-TO: REVIEW PROPOSALS
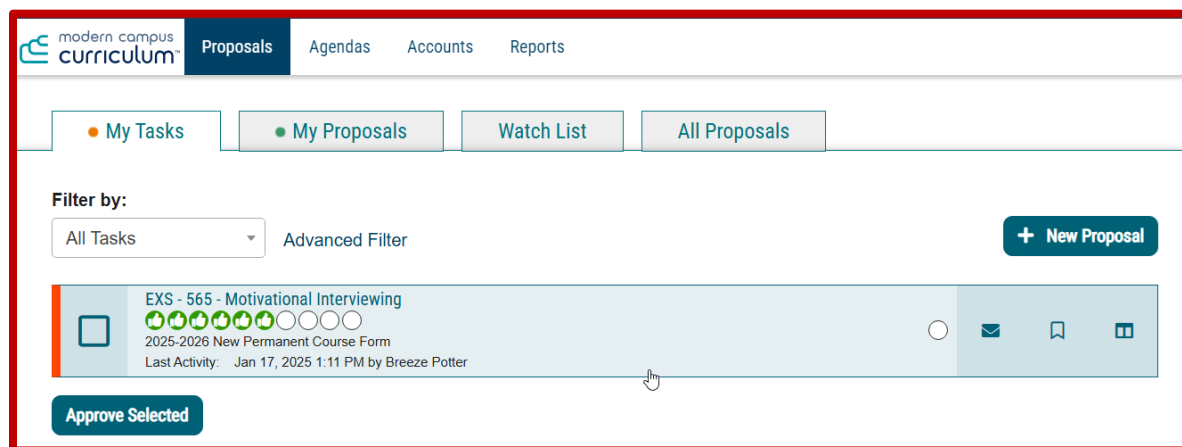
STEP 1: Open Curriculum using the link in Portal, from the email notification you received, or from the agenda you received.

- From the main Curriculum page you can click the **My Tasks** tab to see all of the proposals that you may review
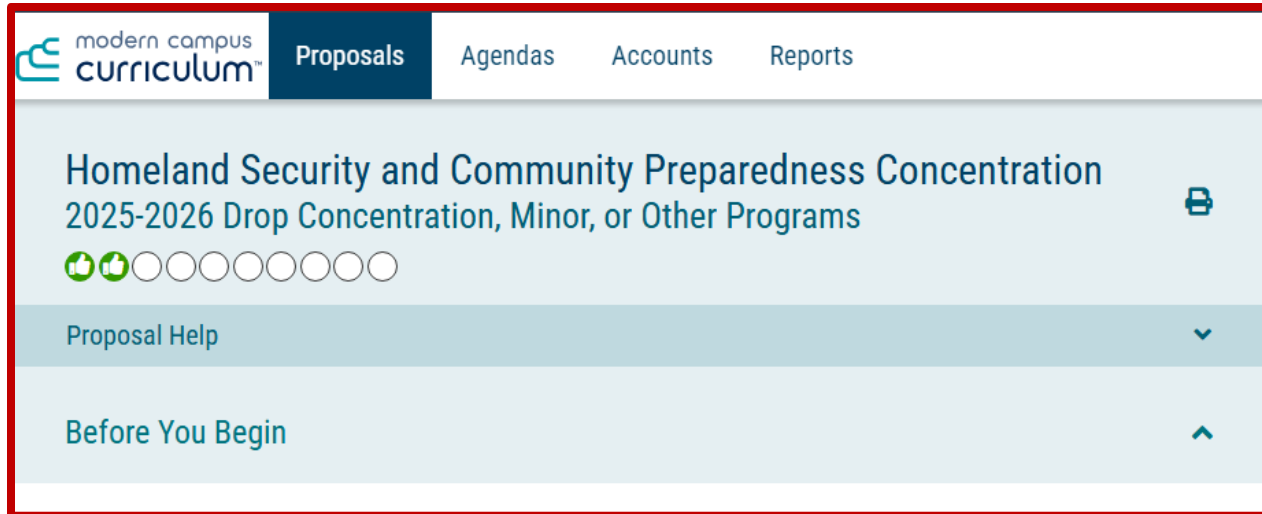

STEP 2: Open the proposal by clicking on it

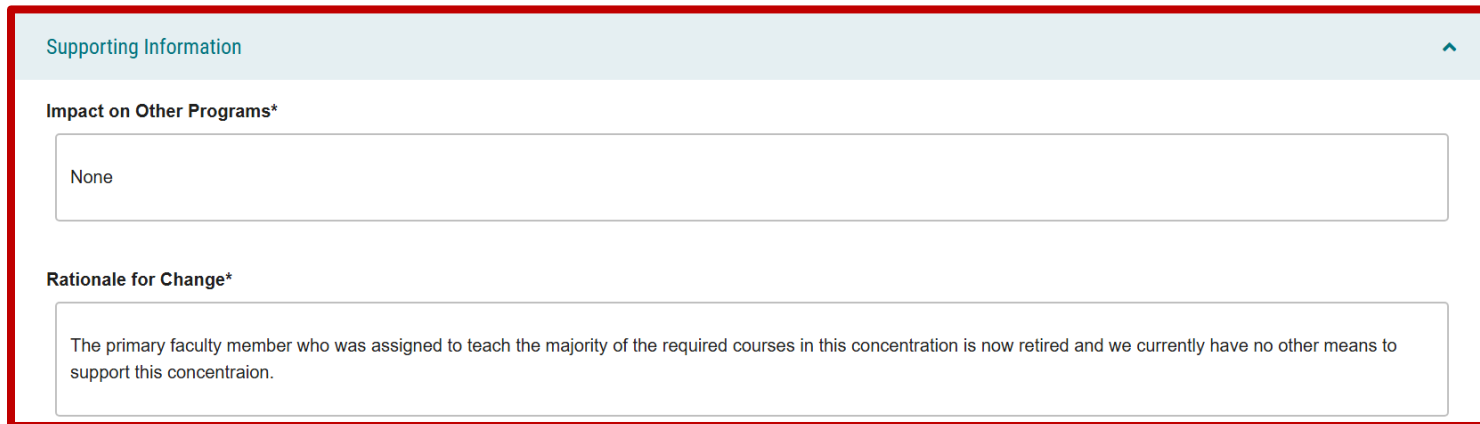**STEP 3: Look to see if the proposal is one that may require a corresponding proposal:**

- Is the request related to any other requests? Here are some examples to look for:
    1. A course is being dropped and it is used elsewhere in a program and/or as a prerequisite for another course, corresponding proposals are needed to update the program/course impacted by the course being dropped
    2. A concentration is being dropped from a major, a corresponding program change is needed to remove the concentration from the list of concentrations in that major
- If the corresponding proposal does not exist inform the Office of the Registrar. We try to move corresponding proposals forward as a group, but if we miss something please let us know

HOW-TO: REVIEW PROPOSALS

- Review related proposals as a group in relation to one another

Option 2: Choose One Concentration

- Juvenile Justice Concentration
- ~~Homeland Security and Community Preparedness Concentration~~ Forensic Anthropology Concentration
- Law Enforcement Concentration
- Corrections Concentration

Supporting Information ︿

Summary Rationale*

> We would like to remove Homeland Security Concentraiton from the BS in Criminal Justice. We no longer have faculty members to teach the majority of its required courses.

This information is not used in processing this request and will not impact implementation of changes in Banner, Degree Tracks, or the Catalog.

Provide details of faculty and/or facilities needed to support this change.*

> No additional faculty nor facilities are needed.

If there are no additional needs enter "None"

HOW-TO: REVIEW PROPOSALS

<u>STEP 4:</u> **Use whichever viewing options are most advantageous to you:**

- **Your options are:**
  1. Show Current
  2. Show Original
  3. Show Current with Markup
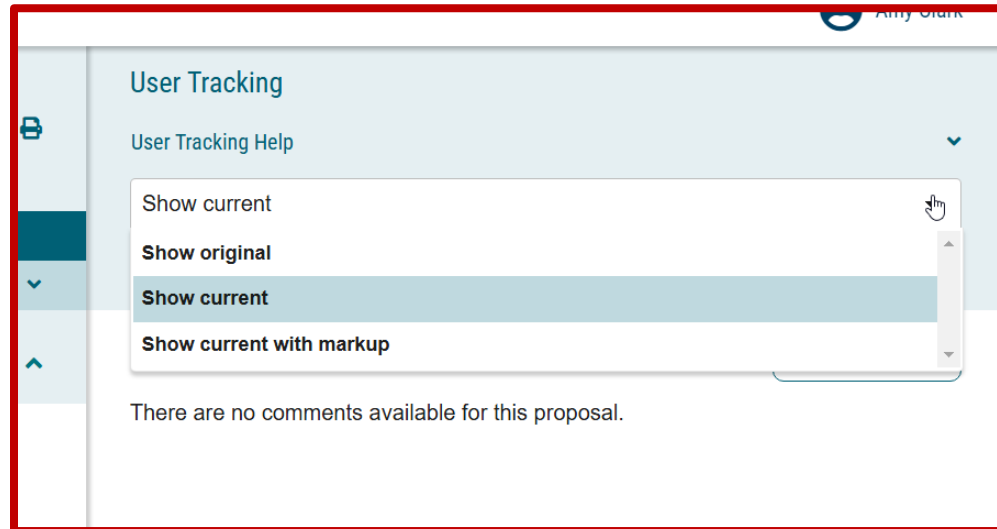
- **Some recommendations:**
  1. **Proposal to create something new; stick with Show Current**
  2. **Proposal to drop something;** there are very few fields for the proposer to complete so use **Show Current**
  3. **Proposal to change something; use Show Current with Markup to see changes in blue**

Are you adding or changing prerequisite and/or corequisite requirements?*

Activity Log
Mari Sakiyama
+ Yes

◯No ◉Yes

Prerequisites:

CJ 213 ~~and CJ 252~~ or consent of instructor
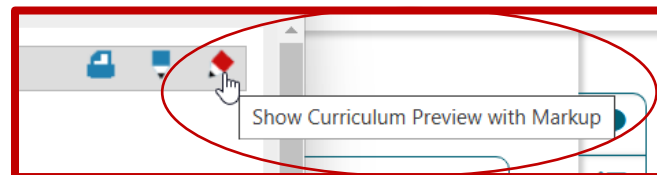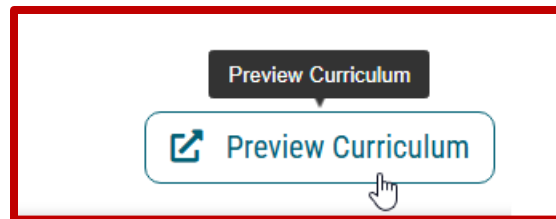
Corequisite:

4. **Program changes;** use **Show Current with Markup AND** click **Preview Curriculum Schema** then **click the red pencil** icon to view the complete program with markups.

Preview Curriculum

☑ Preview Curriculum

Show Curriculum Preview with Markup

Public Health, B.S.

Core Courses

~~BI 134 Introductory Human Anatomy and Physiology~~	~~4~~
~~BI 135 Introductory Human Anatomy and Physiology~~	~~4~~
HE 227 Community and Public Health	4
HE 285 Foundations of Health Education	4
~~HE 330 Theory of Health Promotion~~	~~4~~
HE 334 Health Disparities and Social Determinants of Health [Before]	4
HE 343 Introduction to Health Data Analysis and Visualization [Left] **or**	4
STAT 243Z Elementary Statistics I [After]	4
HE 346 Infectious Disease and Injury Prevention	4
HE 348 Chronic Disease Prevention and Control	4
HE 360 U.S. Health Care System And Health Policy	4
HE 375 Epidemiology	4
HE 448 Research Methods	4
HE 471 Program Planning	4
HE 487 Assessment and Program Evaluation	4
HE 498 Public Health Internship	8

Health Education Elective Credits: 16

- Upper Division HE courses with advisor approval

Total Credits: ~~80~~ 68

HOW-TO: REVIEW PROPOSALS

STEP 5: Recommendations for reviewing the proposal:

- **Course drop; we recommend running an impact report** to see what impacts are and whether or not those concerns have been addressed
- **Course changes; we recommend running an impact report** to see what impacts are and whether or not those concerns have been addressed

- **Program drop; we recommend that you focus on the rationale and impact statements** as part of your consideration
    1. **If a degree, major, or graduate certificate is being dropped also review the teach out plan**
- **Program changes;** include a lot of information along with reviewing what is being changed we recommend also giving careful consideration to the rationale and impact statements.

STEP 6: Record your Decision and Comments

- **Your committee chair/agenda administrator will issue the final decision on behalf of your committee, but as a committee member you provide your decision and comment.**
- Click the **Decisions (check mark icon)**
- Click **Accept or Reject**
- Enter a **Comment**
- Click **Provide My Opinion**
- Your decision and comment will be recorded and available for other committee members to review

Opinion 1: Graduate Studies Committee

You may provide your opinion on whether this proposal should advance. However, only Agenda Administrator votes will be calculated into the final decision. What would you like to do with this proposal?

○ Approve

○ Reject

Please comment on your opinion below.

[   ]

Provide My Opinion