***Office Use Only***

Date approved by BUILD:

Dean of Acad. Progs:

Course Number:

**DATE:** July 31, 2023

**DESIGNATOR** (e.g. BEL, BIN)

**COURSE TITLE:** (30 or fewer characters or easily abbreviated to 30 characters)

**COURSE LEVEL and PREFERRED COURSE NUMBER:** Developmental (000)

**# OF CREDITS:**

**TERM(S) OFFERED:** [ ]  **FALL** [ ]  **JANUARY** [ ]  **SPRING**

**FREQUENCY:** [ ]  **EVERY YEAR** [ ]  **ALTERNATE YEARS:** **[ ]  ODD** **[ ]  EVEN**

**[ ]  OCCASIONALLY** [ ]  **OTHER:**

**FIRST TERM & YEAR COURSE WILL BE OFFERED** **[ ]  Fall** **[ ]  January** **[ ]  Spring**

**BUILD ENROLLMENT MAX:**       **METHOD OF GRADING**: **[ ]  S/U** (limited)**[ ]  LETTER GRADE**

**PREREQUISITE(S):**

**COREQREQUISITE(S):**

**# OF TIMES THIS COURSE CAN BE REPEATED FOR CREDIT:**

**FEES ASSOCIATED WITH COURSE:**

**POSSIBLE MODE OF DELIVERY/SETTING:**

 [ ]  **On-campus classroom**

**[ ]  Online**

**[ ]  Hybrid (On-campus classroom and online)**

**[ ]  Internship**

**[ ] Lab**

**WILL COURSE BE INTEGRATED WITH A CAS COURSE, AND IF SO, WHICH ONE? [ ]  Yes [ ]  No Department:**

**Course Number:**      *(Requires signature of chairperson of department where course will be integrated.)*

1. **Have you discussed the addition of this course with the chair of the CAS department that may be affected by the addition of this course (e.g. will it change enrollment, staffing, or budget in a course offered in a CAS department, might this course be appropriate for another program?)**

**Yes [ ]  Name of CAS department**       **Does not affect a CAS department [ ]**

*(Consider effect on other department when answering questions below.)*

**CATALOG DESCRIPTION:** *(No more than 50 words. Do not begin with words “This course. . .” Write using the present tense. Write for a student audience. Reference catalog for examples.)*

**RATIONALE FOR PROPOSAL: (***What evidence from a departmental self-study or assessment data demonstrates that this course is necessary?)*:

**SPECIFIC COURSE OUTCOMES:**

**REQUIREMENTS OF THE STUDENTS THAT WILL DEMONSTRATE ACHIEVEMENT OF EACH OUTCOME:** *(readings, papers, research, service-learning, online activities, etc.)*

**APPROACHES TO FAITH/LEARNING INTEGRATION TO BE EMPLOYED:**

**WHAT CERTIFICATE REQUIREMENT DOES THIS COURSE FULFILL? (i.e. Core or Elective course):**

## Arts and Communication Pathway:       Business Pathway:

Human Relations Pathway:

**HOW DOES THE ADDITION OF THIS COURSE AFFECT BUILD STAFFING?**

**DOES THE ADDITION OF THIS COURSE INCREASE OR DECREASE BUILD BUDGETS? Yes** **[ ]  No****[ ]**

**If yes, explain.**

**DOES THE ADDITION OF THIS COURSE REQUIRE SPECIFIC EQUIPMENT, TECHNOLOGY, CLASSROOM SPACE?**

**Yes [ ]  No** **[ ]  If yes, explain.**

## ***Proposed by:*** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ***Signature:*** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ***Date:*** \_\_\_\_\_\_\_\_\_\_\_\_

## ***Signature of Dean of Academic Programs:*** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***Date:*** \_\_\_\_\_\_\_\_\_\_\_\_

## ***Signature of chairperson of any CAS affected depts.:*** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***Date:*** \_\_\_\_\_\_\_\_\_\_\_\_

## ***Signature of BUILD Director:*** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***Date:*** \_\_\_\_\_\_\_\_\_\_\_\_

## ***Signature of Initial Instructor:*** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***Date:*** \_\_\_\_\_\_\_\_\_\_\_\_

***\*Bethel email communication accompanying this form can substitute as signature(s).***

***NOTE: Also attach a draft of the syllabus with this proposal.***

**PLEASE REFER TO CURRENT ACADEMIC YEAR’S *IMPORTANT DATE DOCUMENTS* FOR CURRICULUM SUBMISSION DUE DATES**

*For Academic Affairs Use Only:*