

Committee members can input comments and opinions up until the agenda administrator inputs a decision. Once the agenda administrator inputs a decision, the proposal will move forward to the next step if approved or move back to the originator if rejected.

CURRICULOG

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Review the proposal

Under the proposal name, see which type of form is being used. If 1. this is a new course or program, skip to step 3.

CURRICULOG Proposals Agendas Reports Accounts IST - 203 - Software Tools for Personal Productivity 24-25 UGRD Course Modification/Deactivation (non-GenEd / no change to ₽ GenEd content) 0000000000 Reports Brittany Rich. Accounts User Tracking IST - 203 - Software Tools for Personal Productivity 24-25 UGRD Course Mod GenEd content)

User Tracking Hel

Show current

Show origina

Show current Show current with markur

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- If this is a course or program modification, 2. turn on tracked changes. Look in the right column. Under "User Tracking," select "Show current with markup" from the drop-down field.
- 3. Review the form on the left side.
- 4. View attachments if applicable. In the floating menu on the right side, click the "Files" icon. Click the file name to download the file.

Upload File	×
File Choose File No file chosen	Discussio
Upload	Workflo
Attached Files	Signatur
Proposal to Restructure the Master of Business Administration (1).docx uploaded by Karen Hammon, 10/22/2019 3:03 pm	Ø
Economics Dept Response to Proposed MBA Revisions.pdf uploaded by Billy Kosteas, 11/14/2019 2:41 pm	Files
Specializations MBA Program.pdf uploaded by Karen Hammon, 4/13/2020 11:11 am	Decision
Show File Markup	Custon Route
	Crosslisti
	Propos

If this is a program modification, review prospective curriculum tracked changes

When you reach the "Prospective Curriculum" area, click the "Preview Curriculum" button on the right. A pop-up window will appear.

Prospective Curriculum*		Preview Curriculum
View Curriculum Courses	View Curriculum Schema	
ACT - 500 - MBA Financi	al Accounting	Ť
ACT - 501 - Financial Ac	counting	Ť

Click the "Show Curriculum Preview with Markup" icon (a red pencil) in the top right corner

	-
Communication Studies, B.A.	Show Curriculum Preview with Ma
Major-Field Requirements	
All majors are required to take a minimum total of 39 semester credit hours in Communication and maintain a 2. 25 GPA across all communication courses to graduate with a major in Communication Studies.	
Students can complete one of two tracks in the Communication Studies Major:	
Communication Track	
Communication Management Track	
New Core Communication Track	

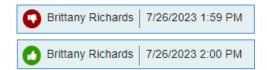
Committee members: Provide your opinion

If you're a member of the committee that is currently reviewing the proposal, you can provide your opinion in the "Decisions" area.

- Click on the "Decisions" tab in the floating menu on the right of the screen
- Select the "Approve" or "Reject" radio button
- Click the "Provide My Opinion" button. Comments will be required if "Reject" is selected.

Your Decision	×
Opinion 1: Registrar Department Committee	Discussion
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?	Workflow Status
O Approve	2
○ Reject	Signatures
Please comment on your opinion below.	
	Ø
	Files
	✓ Decisions
	Decisions
Provide My Opinion	•
	Custom Route

Users who recommend "approve" will have a green thumbs up symbol next to their name and users who recommend "reject" will have a red thumbs down symbol.



Agenda administrators: Make your decision

- Click on the "Decisions" tab in the floating menu on the right of the screen
- Select the "Approve" or "Reject" radio button. Another option is to custom route the proposal. <u>Here's the guide</u> on how to custom route a proposal to the originator or a committee.
- Click the "Make My Decision" button. Comments will be required if the proposal is rejected.

× Your Decision Decision 1: UCC Subgroup (ID) Discussion You are the agenda administrator for this committee, and your decision will be Ξ calculated into the final verdict. What would you like to do with this proposal? Workflow Status Approve O Custom Route O Reject Ž Please comment on your decision below. Signatures Ø Files Decisio Make My Decision Custon Route

Updated: 7/26/2023