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| COURSE INFORMATION |
|  |  |  |
|  |       |  |       |  |
|  | (Course # - Ex. ICS 59) |  | (Title – Must match ECMS course outline title) |  |
|  |  |  |
|  | Curriculum Proposal Cover Sheet Request (check ONE): |  |
|  |  |  |
|  | [ ]  5-year Course Revision/Technical Revision (go to #4 below) | [ ]  New Course (go to #5 below) |  |
|  |  |  |

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| --- | --- | --- | --- | --- |
|  | 5-year Course Revision/Technical Revision |  |  |  |
|  | *ATTACH* documentation for the *most recent assessment cycle* for EACH SLO statement on the course outline of record from ECMS. The documentation should clearly indicate the following: |
|  |  |  |  |
|  |  | SLO Statement |  |
|  |  | Assessment Method Used |  |
|  |  | Quarter and Year Assessed |  |
|  |  | Summary of Data Collected |  |
|  |  | Enhancement Planning – An enhancement can come in the form of a change to the SLO statement, a change to the assessment method, or a change in the content or pedagogy used in the course itself. |
|  |  |  |  |
|  | If an SLO(s) has *not* been assessed in the past five years, please attach an explanation as to why this is, along with a detailed plan to assess them within the next two years. |
|  |  |  |  |
|  | NOTE: The attachment can be generated from Nuventive (formerly TracDat). For assistance in generating this report, go to <http://deanza.edu/slo/tracdat.html> or contact SLO Instructional Coordinators, Mary Pape (x8877) or Toño Ramirez (x5327). |
|  |  |  |
|  | New Course |  |  |  |  |  |
|  | *ATTACH* a sheet with the following information for EACH SLO statement on the course outline of record from ECMS.  |
|  |  |  |  |
|  |  | SLO Statement |  |
|  |  | Anticipated Assessment Method |  |
|  |  | Anticipated Quarter and Year to be Assessed (year must be within the next 2 years) |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  | **Print Name** |  | **Signature** |  | **Date** |
|  | Curriculum Initiator |  |       |  |  |  |  |
|  | Division Dean |  |       |  |  |  |  |
|  | SLO Committee Rep |  |       |  |  |  |  |
|  |  |  | (Mary Pape or Toño Ramirez or Veronica Acevedo Avila) |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **FOR SLO COMMITTEE USE ONLY:**  |  |
|  |  |  |  |  |  |  |  |
| SLO assessment recorded in the last 5-year cycle: | [ ]  | SLO assessments not recorded in last cycle: | [ ]  |  |  |  |
|  |  |  |  |  |  |  |  |
| Reason: |  |  |
|  |  |  |  |  |  |  |  |
| Approved assessment plan within next 2 years: | [ ]  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |