

COURSE PROPOSAL FORM

For complete AGSC Course Requirements & Guidelines, please refer our website: <http://stars.troy.edu>

SECTION 1 - TO BE COMPLETED BY THE INSTITUTION SUBMITTING COURSE FOR APPROVAL

Name of Institution

Course Prefix & Number

Course Title

Semester Credit Hours

Does course have a laboratory?

☐ YES

☐ NO

Is what general academic area is this course currently being offered at your institution? (Select one the following)

☐

Written Composition

☐

Humanities & Fine Arts

☐

Math & Science

☐

Social Science

☐

Other Area _____

Check all that apply:

Course Description (including prerequisites) as it appears in undergraduate catalog:

☐

Initial submission

☐

Re-submission

☐

Course title/number change

☐

Course content change for previously approved course

MUST ATTACH A HARD COPY OF A "REPRESENTATIVE" COURSE SYLLABUS TO THIS FORM

Contact information for person submitting proposal (name, position, mailing address, telephone number, and email address)

Required Institution Signatures:

Department Head/Chair

Date

College Dean

Date

Academic VP or Provost

Date

SECTION 2 - TO BE COMPLETED BY AGSC ACADEMIC COMMITTEE CHAIR

NAME OF ACADEMIC COMMITTEE:

ACADEMIC COMMITTEE RECOMMENDATION:

☐

Recommended for AGSC Approval

☐

Not Recommended for AGSC Approval

VOTING RESULTS:

_____ # of YES votes

_____ # of NO votes

_____ # not voting/abstaining

SELECTED AREA OF APPROVAL:

If NOT RECOMMENDED, please give explanation:

☐

AREA I - Written Composition

☐

AREA II - Humanities & Fine Arts

☐

AREA III - Math & Science

☐

AREA IV - Social Science

Committee Chair Signature

Date

SECTION 3 - TO BE COMPLETED BY AGSC CHAIR

AGSC APPROVAL:

☐

APPROVED

☐

NOT APPROVED

☐

TABLED

IF TABLED, REASON WHY?

AGSC APPROVAL STAMP

AGSC Chair:

Date

AFTER SECTION 1 (ABOVE) IS COMPLETE,
MAIL FORM & COURSE SYLLABUS TO:

AGSC/STARS PROGRAM
1101 SOUTH BRUNDIDGE STREET
ELC BUILDING - SUITE 107
TROY UNIVERSITY
TROY, AL 36081

THE STARS OFFICE STAFF WILL SEND OUT
PROPOSAL TO THE APPROPRIATE COMMITTEE
AND, IF RECOMMENDED FOR APPROVAL,
WILL THEN BRING THE COURSE BEFORE THE
AGSC FOR A FINAL VOTE.