***SLO CHANGE FORM***

**(course number, title, SLO statements, alignments, timelines)**

Please fill out the fields where changes are being made. If no changes are being made to some partof the course, note that no change is being made to those parts of the course with “N/A.”

**USE A SEPARATE FORM FOR EACH COURSE.**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Division/Program:** | Click here to add Division/Program | | | | | | | | | **Date:** | | Click to enter date | |
| **Contact Person:** | Click here to add contact. | | | | | | | | | | | | |
| **Existing Course No.:** | Click to add existing Course No. | | | **Existing Course Title:** | | Click to add existing Course Title. | | | | | | | |
| **New Course No.:** | Click to add new Course No or N/A. | | | **New Course Title:** | | Click to add new Course Title or N/A. | | | | | | | |
| **Existing SLO No(s).**  *[Enter in box below]* | **Existing SLO Statement(s)**  *[Enter in box below]* | | | | | | | | | | | | |
| Click here to enter SLO number(s) being changed.  *Put a space in between each SLO statement, if more than one is changing.* | Click to enter existing course SLO statements.  *Put a space in between each SLO statement, if more than one is changing.* | | | | | | | | | | | | |
| **SLO No(s). /**  **SLO Title(s)**  *[Enter in box below]* | **REVISED SLO Statement(s)**  *[Enter in box below]* | | | | | | **REVISED SLO Assessment Timelines (Semester & Year)** | | | | | | **REVISED**  **SLO-to-PLO Alignment** |
| **Click to enter revised SLO No. & title or N/A.**  *Put a space in between each SLO No. & Title, if more than one SLO statement is changing.* | **Click to add revised SLO statement or N/A**  *Put a space in between each SLO Statement, if more than one SLO statement is changing.* | | | | | | **Click to add revised timeline or N/A.**  *Enter at least 2 semesters for each SLO*. | | | | | | **Click to add revised alignment or N/A.** |
| **CONSULTATION** | | | | | | | | | | | | | |
| **Faculty Consulted:** | Click here to enter name(s) of faculty members consulted. | | | | | | | | | | | | |
| **Facilitator Approval:** | Click here to Division Facilitator name. | | | | | | | **Approval Date:** | | | Click here and select date from the drop-down arrow. | | |
| **CCC Consulted:** | Click here to enter College Curriculum Committee member consulted and/or informed. | | | | | | | **Approval Date:** | | | Click here and select date from the drop-down arrow. | | |
| **If there is a course title or number change, Board Approval date:** | | | | | | | |  | | | | | |
| **Dean’s Approval:** | Click here to enter Dean or Associate Dean’s name. | | | | | | | **Approval Date:** | | | Click here and select date from the drop-down arrow. | | |
| **Coordinator Approval:** | Click here to enter SLO/PLO Coordinator name. | | | | | | | **Approval Date:** | | | Click here and select date from the drop-down arrow. | | |
| **THIS SECTION FOR SLO ADMINISTRATOR USE ONLY**  **If applicable, Revised Course Title and/or Number revised in Nuventive YES  NO** | | | | | | | | | | | | | |
| **Revised SLO** Title and Statement entered in Nuventive: **YES  NO** | | | | | Date entered in Nuventive: | | | | Click here and select date from the drop-down arrow | | | | |
| **Revised SLO** Status marked “Active” in Nuventive: **YES  NO** | | | | | R**evised** Assessment Timelines entered in Nuventive: **YES  NO** | | | | | | | | |
| **Revised SLO** Input Date entered in Nuventive (Input Date is same as Dean’s Approval of Revised SLO Statement): **YES  NO** | | | | | | | | | | | | | |
| **Revised SLO** Statements & Alignments revised in Alignment Grid: **Statements YES  NO  Alignments** (If Applicable): **YES  NO** | | | | | | | | | | | | | |
| Alignment Grid **Revision Date:** | | Click here and select date from the drop-down arrow | | | | | | | | | | | |
| **Old SLO** Statement re-numbered with preceding “0”: **YES  NO** | | | | | | | | | | | | | |
| **Old SLO** Status marked ‘Inactive’ in Nuventive: **YES  NO** | | | | | | | | | | | | | |
| **Old SLO** Inactive Date entered in Nuventive (Inactive Date is same as Dean’s Approval of Revised SLO Statement): **YES  NO** | | | | | | | | | | | | | |
| **Old SLO** Statement moved to bottom of SLO list: **YES  NO** | | | | | | | | | | | | | |
| **Curriculum Office Forwarded Date:** | | | Click here and select date from the drop-down arrow | | | | | | | | | | |