



# Course Approval Form

For instructions see:  
<http://registrar.gmu.edu/facultystaff/catalog-revisions/course/>

## Action Requested:

<input type="checkbox"/> Create new course	<input checked="" type="checkbox"/> Inactivate existing course		
<input type="checkbox"/> Modify existing course (check all that apply)			
<input type="checkbox"/> Title	<input type="checkbox"/> Credits	<input type="checkbox"/> Repeat Status	<input type="checkbox"/> Grade Type
<input type="checkbox"/> Prereq/coreq	<input type="checkbox"/> Schedule Type	<input type="checkbox"/> Restrictions	
<input type="checkbox"/> Other:			

## Course Level:

<input type="checkbox"/> Undergraduate
<input checked="" type="checkbox"/> Graduate

College/School:	College of Science	Department:	Biology		
Submitted by:	Larry Rockwood	Ext:	3-1031	Email:	lrockwoo@gmu.edu

Subject Code:	BIOL	Number:	535	Effective Term:	<input type="checkbox"/> Fall <input checked="" type="checkbox"/> Spring <input type="checkbox"/> Summer	Year:	2016
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(Do not list multiple codes or numbers. Each course proposal must have a separate form.)

Title:	Current	Ancient Plants and their Environment	Fulfills Mason Core Req? (undergrad only)
	Banner (30 characters max w/ spaces)		<input type="checkbox"/> Currently fulfills requirement
	New		<input type="checkbox"/> Submission in progress

Credits: (check one)	<input type="checkbox"/> Fixed <input type="checkbox"/> Variable	or	<input type="checkbox"/> to	Repeat Status: (check one)	<input type="checkbox"/> Not Repeatable (NR) <input type="checkbox"/> Repeatable within degree (RD) <input type="checkbox"/> Repeatable within term (RT)	Maximum credits allowed:	<input type="text"/>
Grade Mode: (check one)	<input type="checkbox"/> Regular (A, B, C, etc.) <input type="checkbox"/> Satisfactory/No Credit <input type="checkbox"/> Special (A, B, C, etc. +IP)	Schedule Type: (check one)	<input type="checkbox"/> Lecture (LEC) <input type="checkbox"/> Lab (LAB) <input type="checkbox"/> Recitation (RCT) <input type="checkbox"/> Internship (INT)		<input type="checkbox"/> Independent Study (IND) <input type="checkbox"/> Seminar (SEM) <input type="checkbox"/> Studio (STU)		

LEC can include LAB or RCT

Prerequisite(s):	Corequisite(s):	Instructional Mode:
<input type="text"/>	<input type="text"/>	<input type="checkbox"/> 100% face-to-face <input type="checkbox"/> Hybrid: ≤ 50% electronically delivered <input type="checkbox"/> 100% electronically delivered

Restrictions Enforced by System: Major, College, Degree, Program, etc. (include code)	Equivalencies: (check only as applicable)
<input type="text"/>	<input type="checkbox"/> YES, course is 100% equivalent to: _____ YES, course is being renumbered to/will replace the following: _____

## Catalog Copy for NEW Courses Only (Consult University Catalog for models)

Description (No more than 60 words, use verb phrases and present tense)	Notes (List additional information for the course)
<input type="text"/>	<input type="text"/>

Indicate number of contact hours:	Hours of Lecture or Seminar per week:	Hours of Lab or Studio:
When Offered: (check all that apply)	<input type="checkbox"/> Fall <input type="checkbox"/> Summer <input type="checkbox"/> Spring	<input type="text"/>

## Approval Signatures

Department Approval	Date	College/School Approval	Date
If this course includes subject matter currently dealt with by any other units, the originating department must circulate this proposal for review by those units and obtain the necessary signatures prior to submission. Failure to do so will delay action on this proposal.			

Unit Name	Unit Approval Name	Unit Approver's Signature	Date

## For Graduate Courses Only

Graduate Council Member	Provost Office	Graduate Council Approval Date
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For Registrar Office's Use Only: Banner \_\_\_\_\_ Catalog \_\_\_\_\_

revised 6/22/15

## **Course Proposal Submitted to the College of Science Curriculum Committee (COSCC)**

The form above is processed by the Office of the University Registrar. This second page is for the COSCC's reference.  
Please complete the applicable portions of this page to clearly communicate what the form above is requesting.

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### **FOR ALL COURSES** (required)

Course Number and Title: BIOL 535-Ancient Plants and their Environment

Date of Departmental Approval:

### **FOR INACTIVATED/REINSTATED COURSES** (required if inactivating/reinstating a course)

- Reason for Inactivating/Reinstating:  
Course hasn't been taught in the last twenty years.

### **FOR MODIFIED COURSES** (required if modifying a course)

- Summary of the Modification:
- Text before Modification (title, repeat status, catalog description, etc.):
- Text after Modification (title, repeat status, catalog description, etc.):
- Reason for the Modification:

### **FOR NEW COURSES** (required if creating a new course)

- Reason for the New Course:
  - Relationship to Existing Programs:
  - Relationship to Existing Courses:
  - Semester of Initial Offering:
  - Proposed Instructors:
  - Insert Tentative Syllabus Below
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