

DEC Change Request Form

Use this form to gain approval signatures for offering an existing course in online or hybrid format.

1. Course Name and Number

2. Proposed Format (*Mark one*)

Fully online

Hybrid (some meetings will be face-to face)

Both hybrid and online formats

3. Rationale for Change

4. Will this course result in > 50% of course offerings in a degree program being available online? (If so please first attain program approval from UCC)

Yes

No

Signatures and Dates

5. Chair _____

6. Dean _____

7. DEC Chair _____

8. Academic Affairs _____

9. Course Scheduling _____