# **NWIC Course Review Form**

C

**Course Information** Date of review \_\_\_\_\_\_\_\_\_\_\_\_

Subject code and number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Credits: \_\_\_\_\_\_

Course Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Person reviewing course:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

❑ Yes ❑ No Should this course remain active? If no, attach course

deactivation/removal from catalog form. *Note: You do not need to*

*complete the remainder of this form if you are deactivating the course.*

❑ Yes ❑ No Should this course be listed in the catalog? If no, and it isn’t already

decataloged, attach course deactivation/removal from catalog form.

**The course has been taught using the following modalities within the past year.**Check all that apply.

Face-to-Face locations: ❑ LU ❑ MS ❑ NI ❑ NP ❑ PG ❑ SW ❑ TU

❑ Individualized Learning (IL or LC) ❑ Online ❑ ITV Telecourse ❑ Hybrid

❑ Other, describe \_\_\_\_\_\_\_\_\_\_\_\_ ❑ Not taught at all

Use the course review worksheet to record responses to the following for each section taught

**Course Syllabi**

❑ Yes ❑ No Course syllabi from all sites and modalities where the course has

been taught in the past year are on the G drive and on record in the Dean of Academics and DL office. If no, identify gaps and submit electronic versions of each missing syllabus to the Dean via email.

❑ Yes ❑ No Course syllabi conform to the NWIC syllabus template guidelines. If no,  
 identify gaps and update syllabi.

**Course Information**

❑ Yes ❑ No Current course title, subject and course number, description,

prerequisites, number of credits, type of grading, and general education

and distribution area coding are all accurate and appropriate. If the course

is part of a sequence, the sequencing is accurate and appropriate. If no,

identify gap and attach course revision form with corrections.

**Course Outcomes**

❑ Yes ❑ No A course outcomes form is completed and outcomes are accurate and

appropriate, aligning with the program’s curriculum map, and the course

outcomes are posted on the NWIC assessment website. If the course outcomes have been completed but not posted, request that they be posted. \ If the course outcomes form has not been completed or needs updating,

attach it for Curriculum Committee approval.

**Program and Institutional Outcomes**

❑ Yes ❑ No Program and institutional outcomes are listed on all syllabi, as appropriate

according to the curriculum map, and are current.

**The area below is for Curriculum Committee use only.**

Summary of Curriculum Committee deliberations:

Recommendations:

Curriculum Committee action taken:

❑ Approved ❑ Returned to presenter for corrections

Approval of Course Review:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_

Curriculum Committee Chair signature Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_

Dean of Academics and Distance Learning signature Date:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_

Vice President of Instruction and Student Services signature Date: