Curriculum - New - Major - Academic Degree Map - v23.24
Program with Import Required

Catalog (NEW) ⌃

IMPORTANT:

Use this form for <u>bachelor programs only</u>.

1. Submit the form "Curriculum - New - Major" for the new curriclum.
2. Complete this form and build the Academic Degree Map.

Contact person*

Please type in the name, email, and phone of the primary point of contact for questions related to this proposal.

Department*

Select the departmental owner of the program. If interdisciplinary, select the primary administrative owner. If "Kansas State University" is displayed then select the correct department.

Type of Program*

○ Program
○ Shared Core

Always select "program"

Program/Plan Name*

Replace "ZTemplate" with name of program. Format is: Name (Degree Code)

Need help with Program Name?

- **IMPORTANT**: Use the catalog title of the curriculum appended with (Academic Degree Map)
- Examples:
- Kinesiology (BS) (Academic Degree Map)
- Accounting (BSBA) (Academic Degree Map)

Projected Term*

This should match the Curriculum - New - Major Proposal

Program Level*

○ Undergraduate

○ Graduate

For Accelerated Degree Programs select "Graduate"

Program Category:*

☐ Plan

☐ Sub-Plan(s)

Academic Degree Map Description*

Include any special notations for the Academic Degree Map

Provide the URL of the related proposal submitted on the "Curriculum - New - Major" form

Academic Degree Plan (NEW) ⌃

Required Documents for Academic Degree Map Proposals:

Build the Academic Degree Map

- Use the "Curriculum Plan" functionality below
- Make sure that **ALL** credit hours add up to the appropriate total

Undergraduate Programs

- It is helpful to build your program first using resources provided in the K-State Core Implementation Resources
- Go to **K-State Core Alignment Templates**
- Select **Academic Degree Map**

Build Curriculum Plan

Step 1: **View Curriculum Courses** tab

- displays all courses currently available in the program
- K-State Core general education courses are displayed by default
- import courses needed to build the program
- see help for more information

Step 2: **View Curriculum Schema** tab

- displays requirements template
- K-State Core requirements and course lists are automatically included in template: DO NOT MODIFY
- shells are provided for program and major requirements
- click on a requirement to expand the entry area
- replace "Title1" with appropriate requirement name
- replace "X" Credit Hours with total credits for that requirement
- add courses to each requirement
- see help for more information

Step 3: **Curriculum Preview** button

- displays the catalog view of the program
- to make edits go back to **View Curriculum Schema**
- make sure that ALL credit hours add up to the appropriate total

Curriclum Plan*

[ ]

Additional Routing: NEW ⌃

Does your department have a Department Curriculum Committee?*

○Yes ○No

Select "Yes" if your department has proposals reviewed by both a Department Faculty Course & Curriculum Committee and Department Faculty. Click "No" if your department does not have a Department Faculty Course & Curriculum Committee and proposals are reviewed by Department Faculty only.

WARNING: To determine KBOR approval for following question:

- **YES** = new degree programs/majors
- **NO** = secondary majors

KBOR Approval Required?*

○Yes ○No

Launch the Proposal: NEW ⌃

IMPORTANT: Click the Launch and Validate Proposal icon

REMEMBER: If you are creating a new bachelor's program, you must also submit a

separate form in Curriculog to create the **Curriculum Plan**

Questions?

If you have any questions on any part of this form please contact your [Curriculog Team Member](#)

Office of the Registrar Use ONLY ⌃

Program Type

[▲ ▼]

Degree Type

[▲ ▼]

Status

○ Active ○ Inactive ○ Active-Hidden

Plan Code

[   ]

Sub-Plan(s)

[   ]

Actual Effective Term

[   ]

Acalog-Undergraduate

[   ]

Acalog-Graduate

DARS

Implementation Notes