

[X] ADD a new course (master syllabus required) [] DROP [] MODIFY What is being modified? []

Is this request related to a pending RME? [No] Does this request add/modify/drop a course fee? [No]

COURSE: [DAWG] [1869] [History of SIU]
Subject Area Code Number Full Title
[History of SIU] Short Title (24 character limit)
The short title will appear on class schedules, transcripts, and catalog course pages.

HOURS: FIXED Hours (option 1): [3] VARIABLE Hours (option 2): [] OR [] VARIABLE Hours (option 3): [] TO []
Max hours per term: [3] OR Max hours toward degree: [3]

DESCRIPTION: Catalog description, including restrictions and prerequisites, as you wish it to appear in the catalog. Recommend maximum 650 characters (approximately 100-125 words). Fees will not be added/deleted/modified until a Form 100 is submitted and approved.
DAWG 1869-3 This course is an introduction to the history of SIU. Topics include the beginning, a changing campus, SIU and the community, and looking forward. Prerequisite: DAWG 101.

GRADE MODE: [X] Standard/Normal (A,B,C,D,F) Default [] Other: []

GRADUATE CREDIT: [X] NO [] YES ('Yes' requires Dean of Graduate School Approval)
If 400-level course, is it for G.C.?

PREREQUISITES: [DAWG 101] Requiring Minimum Grade of: []

CO-REQUISITE Course (concurrent enrollment): [] [] Required [] Allowed

EQUIVALENT Course (internal): [] CROSSLIST with: []
List former prefix/number. Courses must be at the same level (ex. 200 to 200). Modifying a course number and defining an internal equivalent will prevent students from receiving credit for both the old and new course.
Courses have same content but program specific prefix/number. Courses should be at the same level (ex. 200 to 200). Create/modify/delete crosslisted courses requires separate form 90s for each course.

DEGREE ATTRIBUTE: [] UHON [] IAI Course: [] [] UCC Area 1: []
Area 2: []

Contact person responsible for this information (required): [Grey Dawg]

If early effective date is requested, enter term: [] (subject to APAP approval)

Electronic Signatures:

Unit Chair/Director

UCC Director (Core courses) or UHON Director (Honors courses)

Curriculum Committee Chair (if required by your College)

Dean, Graduate School (400-600 level course)

Appropriate Dean

Associate Provost for Academic Programs

Course Description (SCACRSE) Updated: [] Initial/Date (for staff use only) Effective Catalog: []

The Registrar is office of record for Master Course File. Processed forms can be viewed on Xtender Banner Form SCACRSE. Access to retrieve copies of approved form 90s can be requested at https://oit.siu.edu/sis/. If you do not have access, please contact your Dean's office to request processed forms. All other questions regarding the form 90 can be directed to apap@siu.edu.

INSTRUCTIONS for the FORM 90 Course Description*

* Retrieve and submit latest version of form at <http://eforms.siu.edu/siuforms/info/pvc0500.php>

1- Check Boxes ADD/DROP/MODIFY:

- If creating a course (ADD), a master syllabus must be included. For assistance, a sample SIU syllabus and a syllabus attachment with SIU policies are located at the bottom of the page <http://pvcaa.siu.edu/forms/index.php>.
- If dropping a course (DROP), provide the course subject area code, number, title, and whether it is for Graduate credit. If the course being dropped is a pre-requisite to or is cross-listed with another course, form 90s to modify those courses must be included. A form 90A is required to remove the course from the program's catalog page if it is referenced within the text of the page. (Note: the course will be removed automatically from the "Courses" page within the catalog(s).)
- If changing attributes of a course (MODIFY), use the drop down box located at the top of the form to choose the most appropriate option.

2- Indicate if the form 90 is related to a pending RME.

3- Indicate if the course adds/modifies/drops a course fee. If so, a form 100 is required.

4- Hours: Select 'fixed' or 'variable'. If variable, list minimum and maximum per term and how many hours count towards the degree.

5- Description: Provide either new or updated course description text within the box.

6- Grade Mode: If not standard, click the arrow on the right side of the 'Other' box for a drop-down list of options.

7- Graduate Credit: Select "Yes" if course is for graduate credit. 400-level courses for graduate credit require Graduate School approval.

8- Prerequisites: If the course has a prerequisite, list course(s) by subject area code and number, i.e. UNIV 101. Prerequisites must be added to the course description (see line 5) in order to appear in the catalog and schedule description text.

9- Co-requisite: Co-requisite courses are taken concurrently. Select if co-requisite enrollment is required or allowed. Co-requisites must be added to the course description (see line 5) in order to appear in the catalog and schedule description text.

10- Equivalent course: This is relevant only if a course subject area code and/or number is changing. Provide the original subject area code and number.

11- Crosslist: If adding a cross-listing or changing a cross-listed course, the other affected course requires a form 90 to reflect the cross-listing or requested modification.

12- Degree Attribute: Select if the course is one of the following:

- University Honors
- IAI approved – indicate IAI Code (ex. SIU course ABE 204 is AG 901).
- University Core Curriculum - use drop down list(s) to indicate UCC area.

13- Signatures: Forms must be signed by Unit Director/Chair (unless vacant) and college Dean. If operating papers specify curriculum committee approval, the committee representative signature should also be included. Support staff proxy signatures are not permitted on form 90s.

Form 90s for TEP courses must be signed by the director of the Teacher Education Programs office.

Associate Provost will sign and forward for processing after reviewing the form. *Note: the APAP office will obtain additional signatures, including the UCC Director, Honors Director, or Graduate School Dean if necessary.*

14- Deans' offices can submit the electronic fillable form(s) to the Associate Provost for Academic Programs (APAP), apap@siu.edu.

15- Copies of approved and processed form 90s can be retrieved via the Xtender app in Banner.