

CCC Course Proposal Cover Sheet (Converting GE to ICC)

****This form is only for pre-existing courses with previously approved GE attributes****

Proposer's Name		Proposer's Email	
Course Prefix and Number	Course Title	College: <input type="checkbox"/> CAS <input type="checkbox"/> KSOM <input type="checkbox"/> LCHS	
Sponsoring Department		Department Approval Date	

Sponsoring Chair	
Signature (Can be electronic)	Date

ICC Attribute(s) sought by converting GE attribute(s) (check any/all that apply):

- | | | | |
|--|---|---|------------------------------------|
| <input type="checkbox"/> Humanities (CA→HCA) | <input type="checkbox"/> Natural Science (E→NS) | <input type="checkbox"/> Diversity Culture (D→DC) | <input type="checkbox"/> EPW→EPW |
| <input type="checkbox"/> Humanities (CF→HCW) | <input type="checkbox"/> Math. Reasoning (Q→QM) | <input type="checkbox"/> Diversity Justice (D→DJ) | <input type="checkbox"/> FYDT→FYDL |
| <input type="checkbox"/> Humanities (CH→HCH) | <input type="checkbox"/> Statistical Reasoning (Q→QS) | | <input type="checkbox"/> FYOC→FYPS |
| <input type="checkbox"/> Humanities (CI→HCI) | <input type="checkbox"/> S/B Sciences (S→SBS) | | <input type="checkbox"/> FYS→FYS |
| <input type="checkbox"/> Humanities (CL→HCL) | <input type="checkbox"/> Theology/Philosophy (P→TPE) | | <input type="checkbox"/> FYW→FYW |

Items required with the proposal submission:

- | |
|---|
| <ul style="list-style-type: none"><input type="checkbox"/> This signature page with all required signatures and dates filled in.<input type="checkbox"/> A detailed course syllabus with two essential elements: Course SLOs and assignments linked to those SLOs.<input type="checkbox"/> A completed table (or tables) that links course SLOs to ICC SLOs and then links assignments to course SLOs. It is best to use the tables provided on the provost's curriculum page (delete the tables not needed for the application). |
|---|

Please submit the entire proposal to the appropriate dropbox on Faculty Senate Bulletin Board in Brightspace. First click on "Content" (near the top of the page next to "Course Home"), then find the folder "CCC Submission Dropboxes for ICC/GE," then find the subfolder "GE→ICC Conversion," and then find the appropriate subfolder.

Here is a direct link to the Faculty Senate Bulletin Board: <https://desire2learn.scranton.edu/d2l/home/25420>

All proposals to covert GE attributes to ICC attributes are due by December 8, 2025 at 12pm!

Additional Notes:

****This form is for conversion from GE to ICC only.** If an ICC attribute is being requested that does not have a corresponding GE attribute, then the regular ICC proposal form must be completed and those instructions followed.

****Please merge all three required documents into one PDF file in this order:** coversheet, syllabus, table(s).

****Include the following elements in the title of the file in this order:** last name, school, course prefix and number, and attributes sought. Ex. "Lazella_CAS_Phil 415_TPE/EPW"

****If multiple attributes are being requested, then submit to the dropbox titled, "multiple attributes for conversion."**

**** If multiple attributes are being requested, then a table must be filled out for each requested attribute.**

****If a course needs to convert one or more GE attributes to ICC attributes and there is request new ICC attributes, then two separate proposals for the course must be filed using the two different coversheets.**

****Existing syllabi from current courses can be used in this process.** SLOs for such courses can be modified to meet new requirements of the ICC, but those SLOs must be used for future course offerings.

Questions? Email the CCC chair at chair_ccc@scranton.edu