

Community-Based Learning (CBL) Course Designation Proposal Signature Sheet

Proposed Course Number	Proposed Course Title	
Proposed Effective Term (check one) <input type="checkbox"/> Fall <input type="checkbox"/> Intersession <input type="checkbox"/> Spring <input type="checkbox"/> Summer	Year	College (check one) <input type="checkbox"/> CAS <input type="checkbox"/> KSOM <input type="checkbox"/> PCPS
Proposer's Name		
List other faculty teaching sections of course (if they are applying too)		
Sponsoring Department	Department Approval Date	

Sponsoring Department Chair	
Signature	Date
Dean of College	
Signature	Date

This proposal is for a(n):

Existing course seeking formal CBL designation

*Attach CBL Proposal Signature Sheet, CBL Designation Form and current syllabus with areas relevant to CBL designation highlighted and sample assessment, assignments, and reflection.

New course seeking CBL designation

*Attach CBL Proposal Signature Sheet, CBL Designation Form, and syllabus with areas relevant to CBL designation highlighted and sample assessment, assignments, and reflection. **On the Faculty Senate Curriculum Committee (FSCC) New Course Proposal Form, answer "Yes" to "Are special resources required (i.e. library, materials, facilities)?" Annotate in the box below this area "CBL/SL course. Seeking CBL designation through CBL Office. Require CBL Office support".

Revised course seeking CBL designation

*Attach CBL Proposal Signature Sheet, CBL Designation Form, old and new syllabus with the changes relevant to CBL designation highlighted

and sample assessment, assignments and reflection. **On the FSCC Course Revision Proposal Form, answer “Yes” to “Will the revision require allocation reallocation of University resources?” Annotate in the box below this area “CBL/SL course. Seeking CBL designation through CBL Office. Require CBL Office support”.

*Items Required for CBL Designation Proposal submission.

Please submit completed CBL Designation proposals electronically to CBL Office at cbl@scranton.edu.

To be completed by CBL Course Designation Advisory Subcommittee:	
Recommend <input type="checkbox"/>	Do Not Recommend <input type="checkbox"/>
CBL Faculty Coordinator or CBL Board Chair	
Signature	Date

** Annotations required on FSCC forms submitted to FSCC/CCC. Follow process for submitting a Course Proposal to the FSCC and/or the CCC. After receiving approval for new course or revised course, seek CBL designation through CBL Office.

Additional Signatures if multiple faculty teaching a course ARE ALSO seeking CBL designation for the same course (i.e. faculty teaching other sections of the CBL course):

Department	Signature	Date
Department	Signature	Date
Department	Signature	Date
Department	Signature	Date
Department	Signature	Date