LOS RIOS COMMUNITY COLLEGE DISTRICT

Faculty Developer:	College:	Email:	Phone:

Proposal Type: *Please indicate by checking the appropriate box(es) at right*	**New Course Designator and Thematic Blocks** *complete sections 1, 2, 4 and 5*	**New Thematic Block(s) Only** *complete sections 2, 4 and 5*	**Designator Removal** *complete sections 3, 4 and 5*

1.   *Complete this section if you are requesting a* **NEW COURSE DESIGNATOR**:

Proposed Subject: *Example: Political Science*		**Proposed Designator:** *Example: POLS*	

2.   *Complete this section if you are requesting a* **NEW THEMATIC BLOCK(S)**:

Proposed Thematic Block(s)	**Proposed Courses**
Example: *TA 340 – 349 Beginning Acting*	**Example:** *TA 340 Beginning Acting* *TA 342 Introduction to Acting*

3.   *Complete this section if you are* **REMOVING A DESIGNATOR**:

PROPOSED DESIGNATOR REMOVAL: *Example: HIST*	

4.   **RATIONALE/PPC:** *Required for all proposals.*

Rationale: *Explain the background and need. How does this fit with other colleges in Los Rios and the surrounding area (if applicable)?*	
Program Placement Council: *If new degree(s) and/or certificate(s) are being planned in connection with this proposal, have they been proposed to and recommended by the PPC?*	**Response:** *Yes Date: No Not applicable* *If the response is "no," when will a presentation be made to the PPC?*

5. **Collegial Consultation***:*

College	Faculty Contact	Contact Date	Notified	Comments	New Designators Only: *Check box if your college wants immediate access to the designator**

* Once a designator has been created at one Los Rios college, any other Los Rios college may use it without permission, assuming the program has been approved through appropriate channels, such as the PPC process. Collegial Consultation is still required.

6. **DCCC ACTIONS:** *The following are to be completed by the DCCC Chair:*

DCCC Chair Signature:	DCCC Approval (Date):

Request sent for addition to SOCRATES and PeopleSoft: *Contact and Date*

SOCRATES:	PeopleSoft:

Notification of Instruction Offices: *Contact and Date*

ARC:

CRC:

FLC:

SCC:

Once you have completed this form, ***please save it as separate document with a descriptive title***, for example: "CRC Thematic Block Request January 2016"