CIM Form Checklist

The following sections of the CIM form will be inspected for accuracy. Ensure that the following sections are complete when submitting your course proposal.

- Relationship to other courses clearly stated - topics, prerequisites, sequences, series (section 1, parts i-j)
- If core education status is requested: justification describing how the course meets selected criteria (section 2, part a – will drop down if answered ‘yes’)
- If multicultural status requested: justification describing how the course meets selected criteria (section 2, part b)
- Clear rationale for creating course, with attention to level and rigor (section 3, part b)
- Clear description of curricular fit within sponsoring department and/or other programs (section 3, part c)
- Student Engagement Inventory (SEI) – include estimates of workload supported by the detail on syllabus (section 4, parts a-f)
- Learning outcome – assessable skills/concepts, also as reflected on syllabus (section 5)
- Due diligences demonstrated on potential overlap with content of other courses (section 7, parts b & c)
- List sufficient faculty to sustain course at level of required frequency (section 7, part e)
  - Lower division General Ed courses must be taught every year
  - Upper division General Ed courses must be taught every two years
  - Other courses must be taught every three years

CAS Curriculum: CIM Checklist Form
Contact the Curriculum Coordinator with questions: cascc@uoregon.edu