



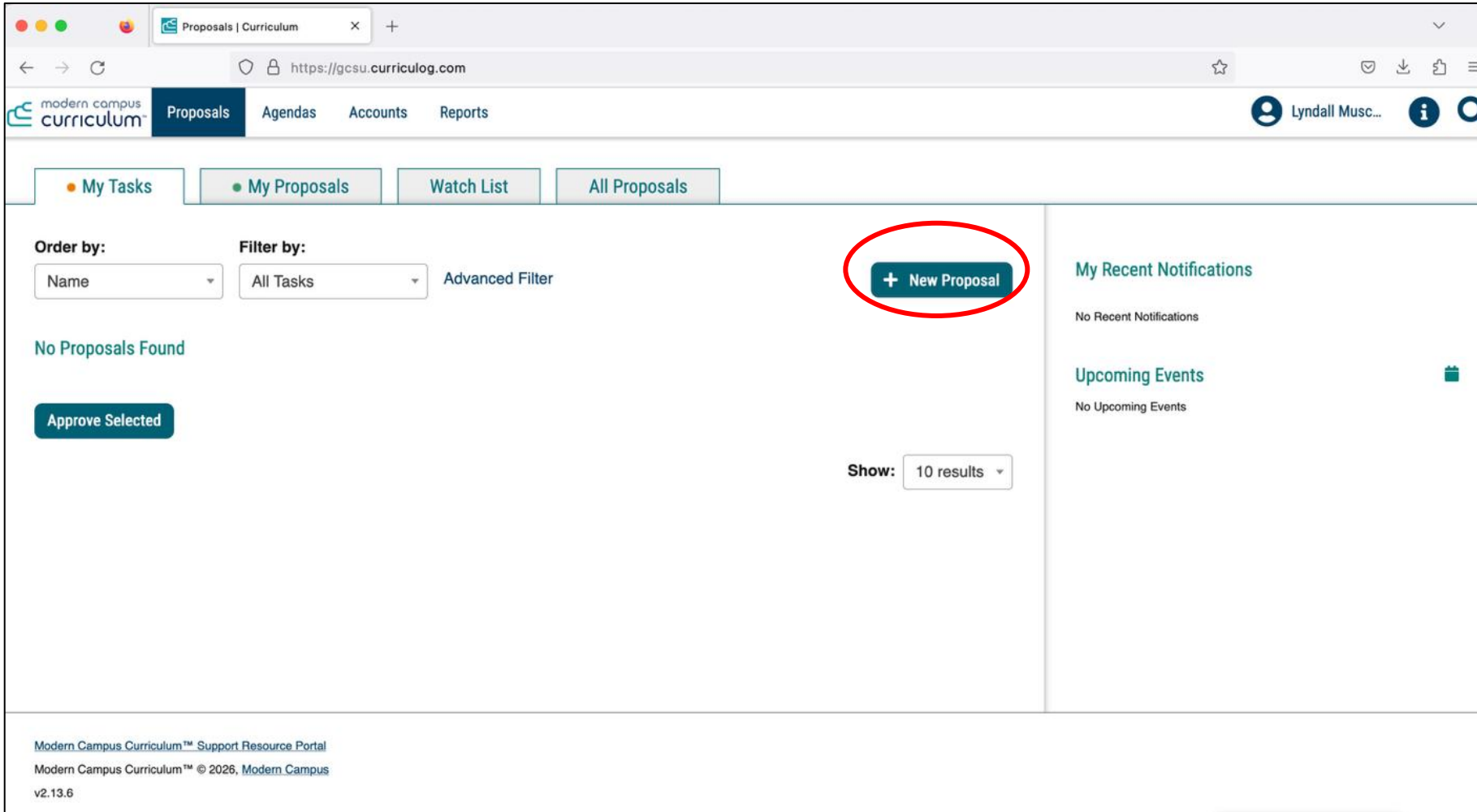
Modern Campus Curriculum: Submitting a Proposal to Modify an Existing Course



GEORGIA COLLEGE & STATE UNIVERSITY

Submitting a Proposal to Modify an Existing Program

Login to **Modern Campus Curriculum** using Unify/MyGCSU credentials. Click on the bar labeled “New Proposal.”



The screenshot displays the 'Proposals | Curriculum' interface in a web browser. The address bar shows 'https://gcsu.curriculog.com'. The navigation bar includes 'Proposals', 'Agendas', 'Accounts', and 'Reports'. The user profile 'Lyndall Musc...' is visible in the top right. Below the navigation bar, there are tabs for 'My Tasks', 'My Proposals', 'Watch List', and 'All Proposals'. The 'My Proposals' tab is active. On the left, there are filters for 'Order by' (Name) and 'Filter by' (All Tasks), along with an 'Advanced Filter' link. A 'No Proposals Found' message is displayed, along with an 'Approve Selected' button. A red circle highlights the '+ New Proposal' button. On the right, there are sections for 'My Recent Notifications' (No Recent Notifications) and 'Upcoming Events' (No Upcoming Events). At the bottom, a 'Show: 10 results' dropdown is visible. The footer contains the text: 'Modern Campus Curriculum™ Support Resource Portal', 'Modern Campus Curriculum™ © 2026, Modern Campus', and 'v2.13.6'.

Submitting a Proposal to Modify an Existing Program

After selecting “New Proposal,” click on “Page 2” at the bottom of the window.

modern campus curriculum

Proposals Agendas Accounts Reports

Lyndall Musc...

All Processes Courses Programs Others

Sort by:
Process Title

Keyword
Filter Processes

Course - New Proposal Form (Approved AY 26) 4 mandatory 9 total	✎	✓
Course Deactivation Form (Approved AY 26) 4 mandatory 9 total	✎	✓
Course Modification Form (Approved AY 26) 4 mandatory 9 total	✎	✓
Double Bobcats Pathway Curriculum Proposal (Approved AY 26) 6 mandatory 6 total	✎	✓
Double Bobcats Pathway Curriculum Revision Form (Approved AY 26) 6 mandatory 6 total	✎	✓
GC1Y and GC2Y Course Section Modification Form (Approved AY 26) 6 mandatory 6 total	✎	✓
GC1Y New Course Section Proposal Form (Approved AY 26) 6 mandatory 6 total	✎	✓
GC2Y New Course Section Proposal Form (Approved AY 26) 6 mandatory 6 total	✎	✓
Program - New Proposal Form (Approved AY 26) 5 mandatory 10 total	✎	✓
Program Deactivation Form (Approved AY 26) 5 mandatory 10 total	✎	✓

Page: 2

Show: 10 results

Submitting a Proposal to Modify an Existing Program

Select the *Program-Modification Form*.

modern campus curriculum

Proposals Agendas Accounts Reports

Lyndall Musc...

All Processes Courses Programs Others

Sort by:
Process Title

Keyword
 Filter Processes

 Program Modification Form (Approved AY 26)
5 mandatory 10 total

Page: 1 2

Show: 10 results

Submitting a Proposal to Modify an Existing Program

To preview a proposal form, click on the  icon. This is helpful to review prior to beginning a proposal so that all necessary information can be prepared and easily accessible.

 [Proposals](#) [Agendas](#) [Accounts](#) [Reports](#) Lyndall Musc...

[All Processes](#) [Courses](#) [Programs](#) [Others](#)

Sort by:

Process Title ▼

Keyword
 [Filter Processes](#)

 **Program Modification Form (Approved AY 26)**

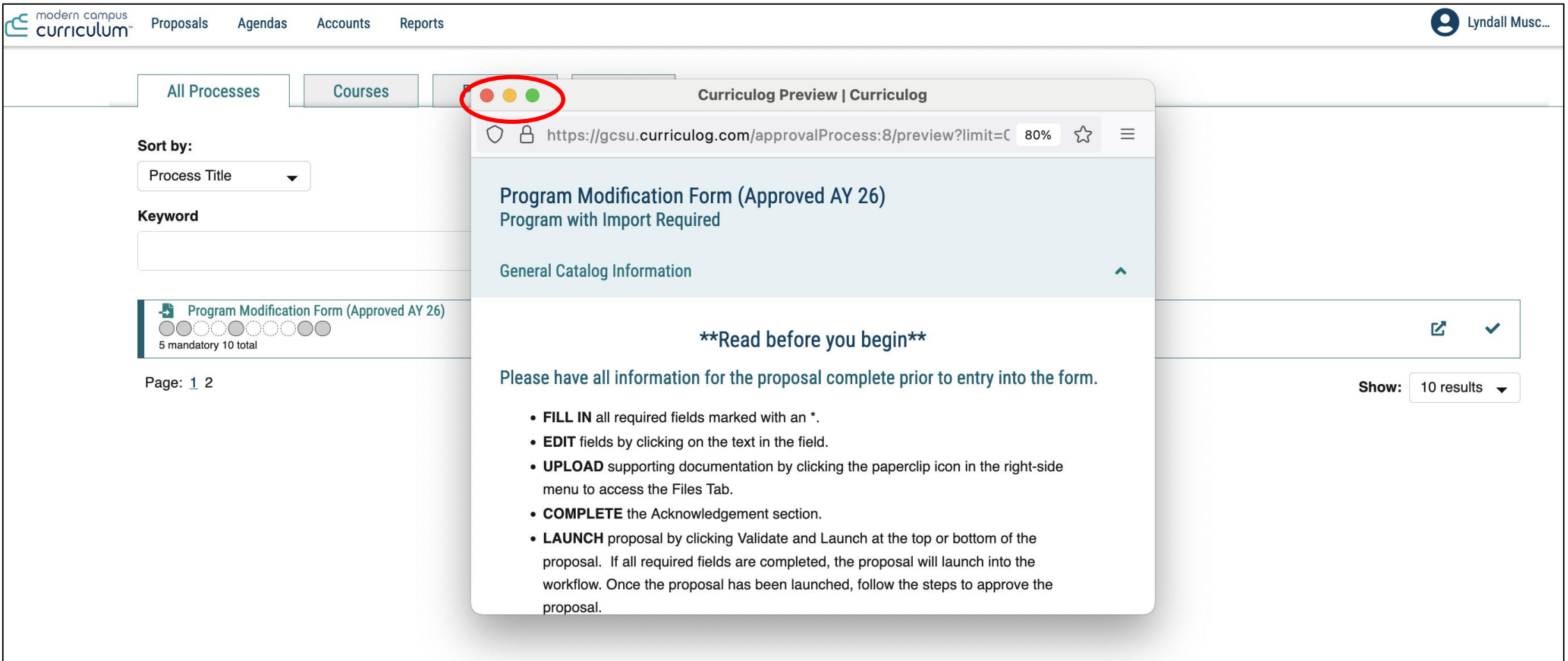
5 mandatory 10 total

Page: [1](#) [2](#) Show: 10 results ▼

Submitting a Proposal to Modify an Existing Program

The preview window can be expanded, minimized, or closed using the red, yellow, and green dots at the top of the pop-up screen.



The screenshot displays the Curriculog Preview window for a "Program Modification Form (Approved AY 26)". The window's title bar includes standard macOS-style control buttons: a red dot for closing, a yellow dot for minimizing, and a green dot for maximizing. These buttons are circled in red. The main content area of the preview window contains the following text:

Program Modification Form (Approved AY 26)
Program with Import Required

General Catalog Information

****Read before you begin****

Please have all information for the proposal complete prior to entry into the form.

- **FILL IN** all required fields marked with an *.
- **EDIT** fields by clicking on the text in the field.
- **UPLOAD** supporting documentation by clicking the paperclip icon in the right-side menu to access the Files Tab.
- **COMPLETE** the Acknowledgement section.
- **LAUNCH** proposal by clicking Validate and Launch at the top or bottom of the proposal. If all required fields are completed, the proposal will launch into the workflow. Once the proposal has been launched, follow the steps to approve the proposal.

The background interface shows the "modern campus curriculum" header with navigation links for Proposals, Agendas, Accounts, and Reports. The user is identified as Lyndall Musc... The left sidebar includes filters for "Sort by" (Process Title) and "Keyword". A list of proposals is shown, with the selected one being "Program Modification Form (Approved AY 26)" with a progress indicator of 5 mandatory out of 10 total. The bottom right shows a "Show: 10 results" dropdown.

Submitting a Proposal to Modify an Existing Program

To begin the proposal, click on the **✓** icon. This will open the proposal form.

modern campus
curriculum

ProposalsAgendasAccountsReports

Lyndall Musc...

All ProcessesCoursesProgramsOthers

Sort by:

Process Title

Keyword

Filter Processes

Program Modification Form (Approved AY 26)

5 mandatory 10 total

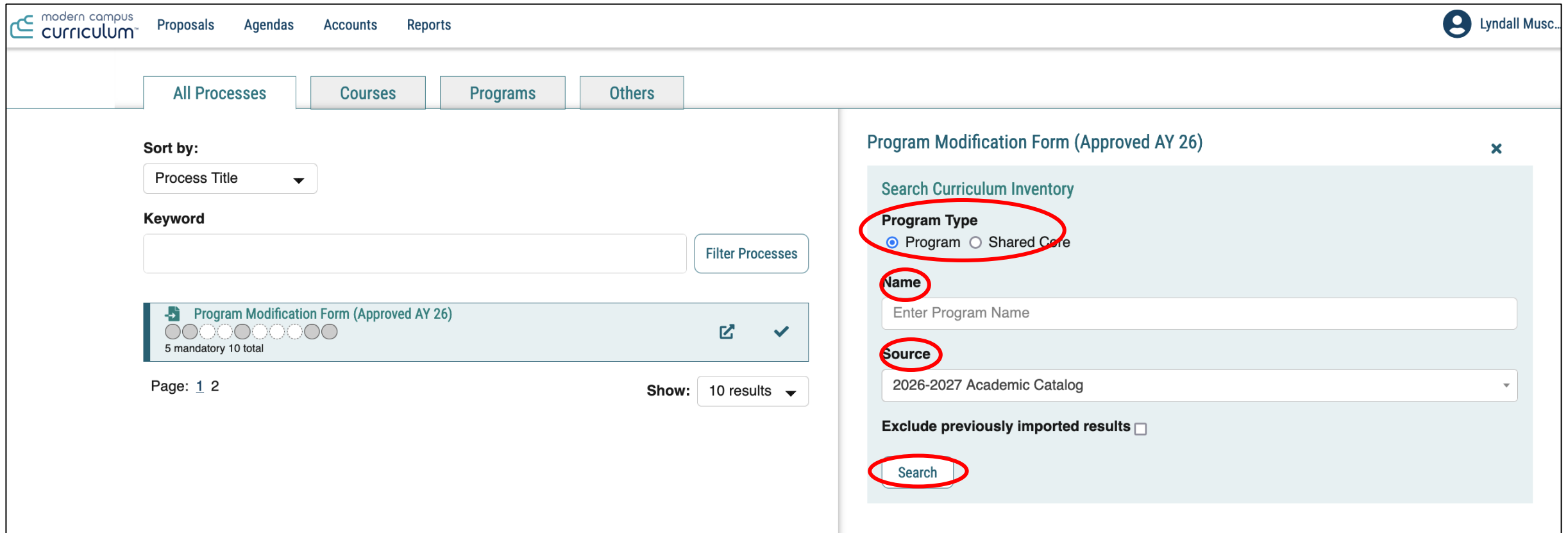
✓

Page: 1 2

Show: 10 results

Submitting a Proposal to Modify an Existing Program

There is a choice of "Program Type." "Program" has been selected. **DO NOT** change the selection for "Program Type." Enter the name of the program to be modified and select the appropriate catalog. Click "Search."



The screenshot displays the "modern campus curriculum" interface. The top navigation bar includes links for Proposals, Agendas, Accounts, and Reports, along with a user profile for Lyndall Musc... The main content area features a sidebar with tabs for All Processes, Courses, Programs, and Others. The "Programs" tab is active, showing a "Sort by:" dropdown set to "Process Title" and a "Keyword" search field. A "Filter Processes" button is also present. Below the search area, a card titled "Program Modification Form (Approved AY 26)" is displayed, indicating 5 mandatory and 10 total steps. The main form area on the right is titled "Program Modification Form (Approved AY 26)" and contains the following fields:

- Search Curriculum Inventory**
- Program Type**: Radio buttons for "Program" (selected) and "Shared Core".
- Name**: A text input field with the placeholder "Enter Program Name".
- Source**: A dropdown menu currently showing "2026-2027 Academic Catalog".
- Exclude previously imported results**: A checkbox that is currently unchecked.
- Search**: A button to submit the search query.

At the bottom of the sidebar, the page number "Page: 1 2" and the number of results "Show: 10 results" are displayed.

Submitting a Proposal to Modify an Existing Program

The program data that will be imported into the proposal to modify the program will be displayed. To prepopulate the form with the data, click “Build Proposal.”

 [Proposals](#) [Agendas](#) [Accounts](#) [Reports](#)

 Lyndall Musc...

[All Processes](#) [Courses](#) [Programs](#) [Others](#)

Sort by:
Process Title ▼

Keyword

Filter Processes

 **Program Modification Form (Approved AY 26)**

5 mandatory 10 total

Page: 1 2

Show: 10 results ▼

Program Modification Form (Approved AY 26) 

Import Data into your Proposal

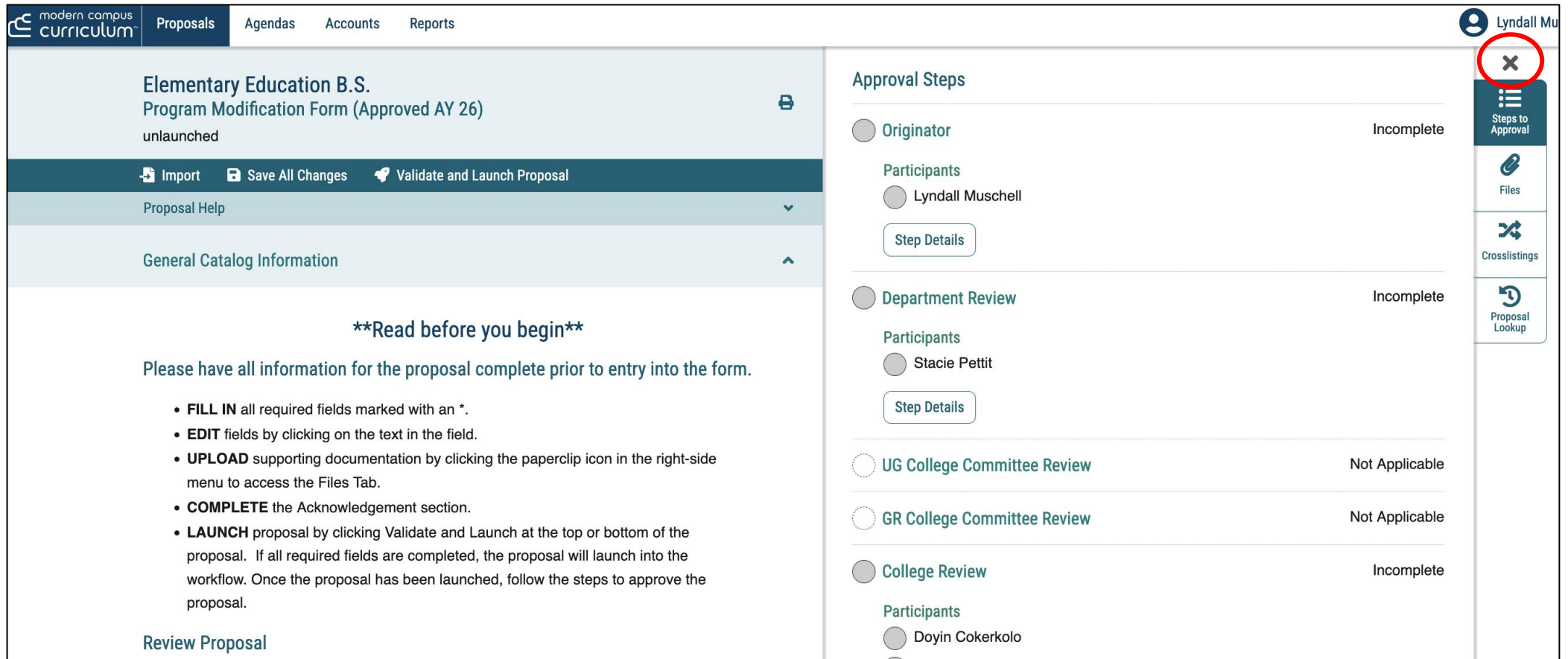
Field Name	Data Preview
General Catalog Information: College	John H. Lounsbury College of Education
General Catalog Information: Department/School	Teacher Education
General Catalog Information: Program Type	Undergraduate Majors
General Catalog Information: Degree Type	Bachelor of Science
General Catalog Information: Title of the Major, Minor, Certificate or Concentration	Elementary Education B.S.
General Catalog Information: Catalog Description	[no data]
General Catalog Information: Curriculum	Program has 13 cores and 27 courses.
System Administrator Only: Catalog OID (Item ID)	848
System Administrator Only: Catalog Status	Active-Visible

Build Proposal

Return to Search

Submitting a Proposal to Modify an Existing Program

To view the form in full pane, click on the X in the top right-hand corner.



The screenshot displays the 'modern campus curriculum' interface. The top navigation bar includes 'Proposals', 'Agendas', 'Accounts', and 'Reports'. The user 'Lyndall Mu' is logged in, with a red circle highlighting an 'X' icon in the top right corner. The main content area is titled 'Elementary Education B.S. Program Modification Form (Approved AY 26)' and is currently 'unlaunched'. Below the title are buttons for 'Import', 'Save All Changes', and 'Validate and Launch Proposal', along with a 'Proposal Help' link. The 'General Catalog Information' section is expanded. A warning message states: '**Read before you begin** Please have all information for the proposal complete prior to entry into the form.' Below this, a list of instructions is provided:

- **FILL IN** all required fields marked with an *.
- **EDIT** fields by clicking on the text in the field.
- **UPLOAD** supporting documentation by clicking the paperclip icon in the right-side menu to access the Files Tab.
- **COMPLETE** the Acknowledgement section.
- **LAUNCH** proposal by clicking Validate and Launch at the top or bottom of the proposal. If all required fields are completed, the proposal will launch into the workflow. Once the proposal has been launched, follow the steps to approve the proposal.

 At the bottom left, there is a 'Review Proposal' link. The right-hand panel, titled 'Approval Steps', lists the following steps:

- Originator** (Incomplete): Participants include Lyndall Muschell. A 'Step Details' button is present.
- Department Review** (Incomplete): Participants include Stacie Pettit. A 'Step Details' button is present.
- UG College Committee Review** (Not Applicable)
- GR College Committee Review** (Not Applicable)
- College Review** (Incomplete): Participants include Doyin Cokerkolo.

 A vertical sidebar on the far right contains icons for 'Steps to Approval', 'Files', 'Crosslistings', and 'Proposal Lookup'.

Submitting a Proposal to Modify an Existing Program

Complete the form using the guidelines provided. Required fields are marked with an *.

modern campus curriculum™

Proposals

Agendas

Accounts

Reports

Lyndall Musc...

Elementary Education B.S.
Program Modification Form (Approved AY 26)
○○○○○○○

Discussion

Proposal Help

Workflow Status

General Catalog Information

Signatures

Files

Decisions

Custom Route

Crosslistings

Proposal Lookup

****Read before you begin****

Please have all information for the proposal complete prior to entry into the form.

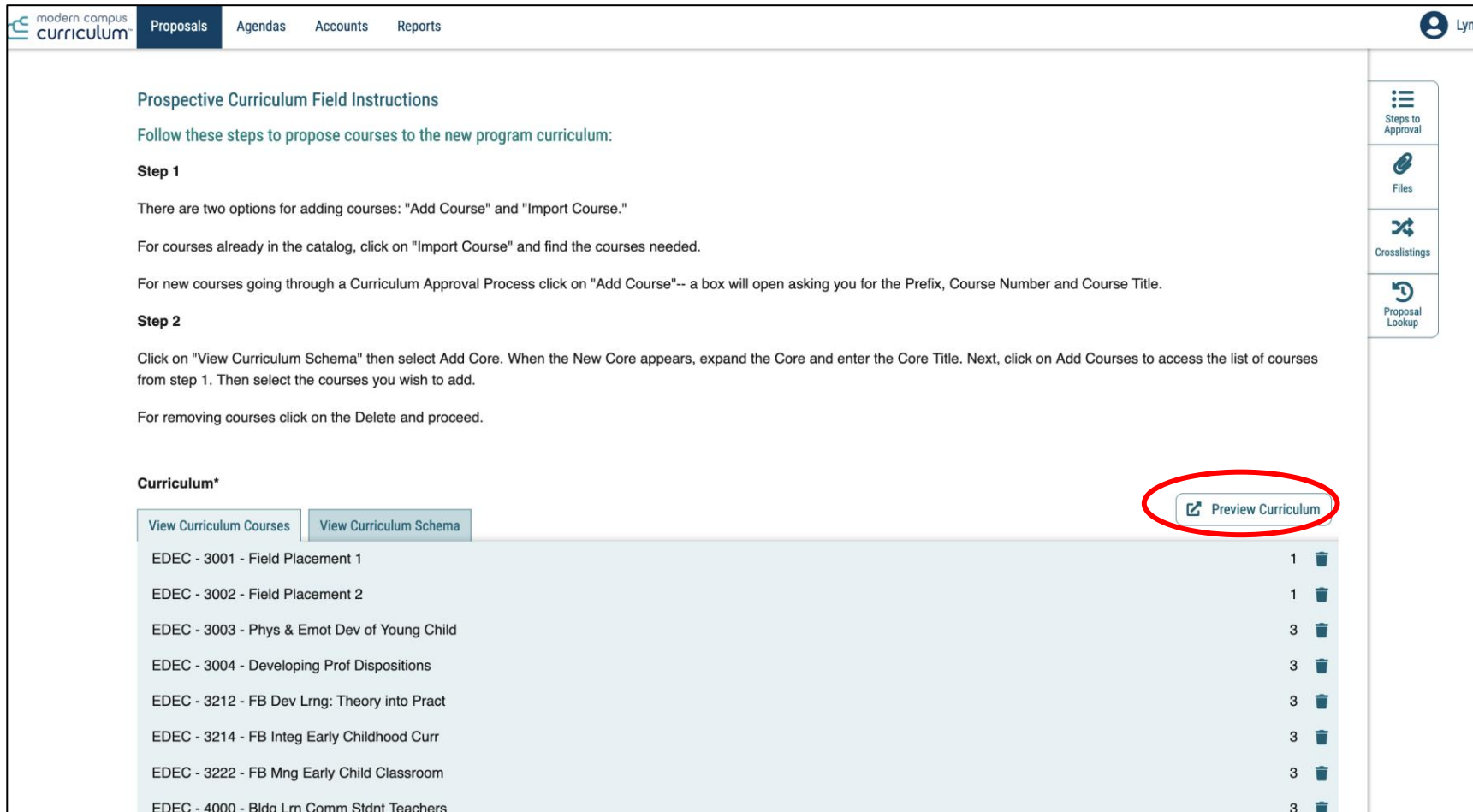
- **FILL IN** all required fields marked with an *.
- **EDIT** fields by clicking on the text in the field.
- **UPLOAD** supporting documentation by clicking the paperclip icon in the right-side menu to access the Files Tab.
- **COMPLETE** the Acknowledgement section.
- **LAUNCH** proposal by clicking Validate and Launch at the top or bottom of the proposal. If all required fields are completed, the proposal will launch into the workflow. Once the proposal has been launched, follow the steps to approve the proposal.

Review Proposal

- View changes to the proposal by clicking the Discussion tab using the chat icon in the right-side menu and selecting "Show current with markup" on the User Tracking dropdown.
- View current comments concerning this proposal by clicking the Discussion tab using the chat icon in the right-side menu.
- View the history of the proposal by clicking the Workflow Status tab using the bullet list icon in the right-side menu.
- View the files associated with the proposal by clicking the paperclip icon in the right-side menu to access the Files tab.

Submitting a Proposal to Modify an Existing Program

Several sections of the proposal form will be prepopulated when the form is built. One of which is the "Curriculum" section. To view the curriculum as it exists in the catalog, click the "  Preview Curriculum."



modern campus curriculum

Proposals Agendas Accounts Reports

Lynd

Prospective Curriculum Field Instructions

Follow these steps to propose courses to the new program curriculum:

Step 1

There are two options for adding courses: "Add Course" and "Import Course."

For courses already in the catalog, click on "Import Course" and find the courses needed.

For new courses going through a Curriculum Approval Process click on "Add Course"-- a box will open asking you for the Prefix, Course Number and Course Title.

Step 2

Click on "View Curriculum Schema" then select Add Core. When the New Core appears, expand the Core and enter the Core Title. Next, click on Add Courses to access the list of courses from step 1. Then select the courses you wish to add.

For removing courses click on the Delete and proceed.

Curriculum*

View Curriculum Courses View Curriculum Schema

Preview Curriculum

EDEC - 3001 - Field Placement 1	1	
EDEC - 3002 - Field Placement 2	1	
EDEC - 3003 - Phys & Emot Dev of Young Child	3	
EDEC - 3004 - Developing Prof Dispositions	3	
EDEC - 3212 - FB Dev Lrng: Theory into Pract	3	
EDEC - 3214 - FB Integ Early Childhood Curr	3	
EDEC - 3222 - FB Mng Early Child Classroom	3	
EDEC - 4000 - Bldg Lrn Comm Stdnt Teachers	3	

Steps to Approval

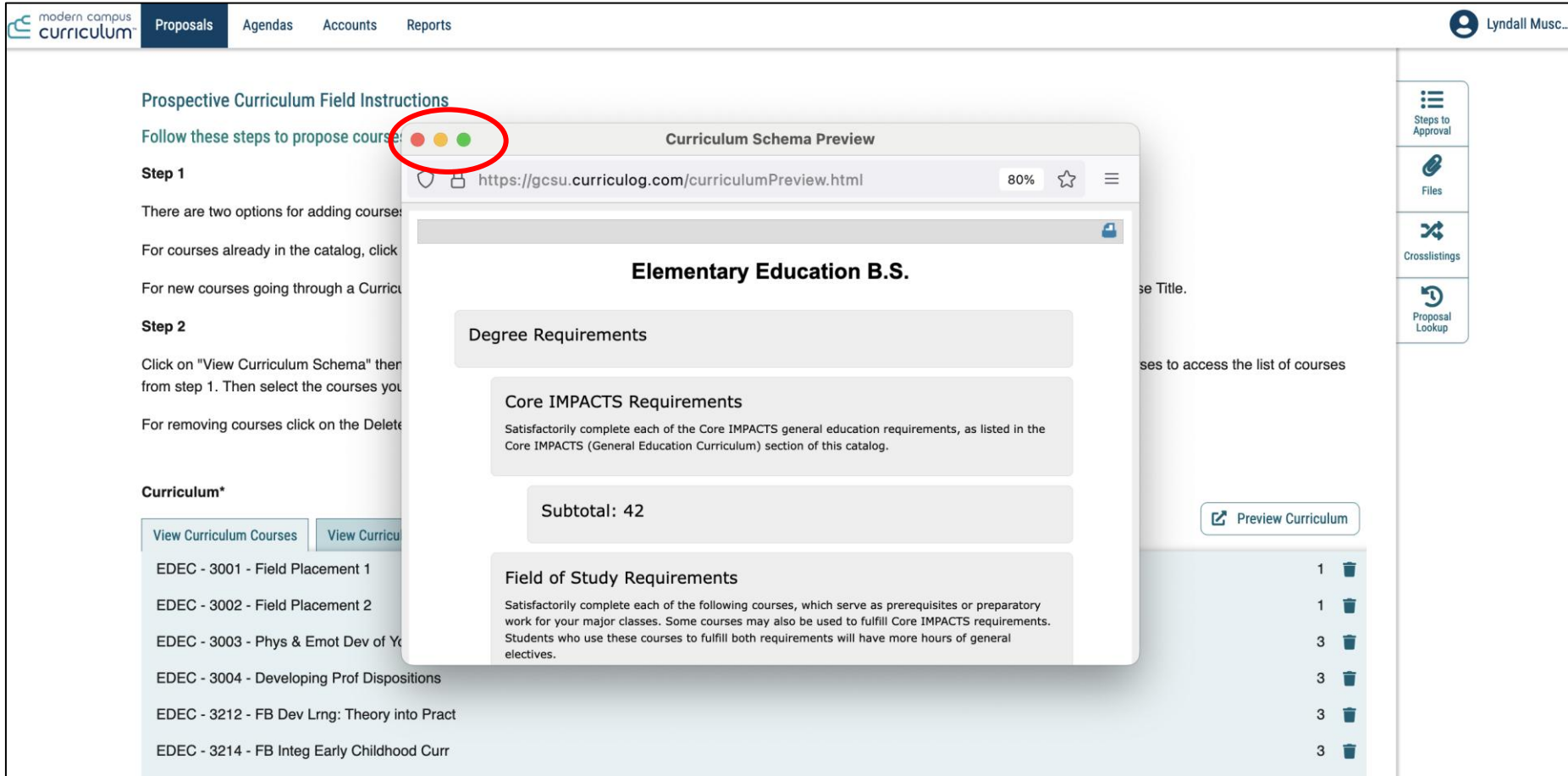
Files

Crosslistings

Proposal Lookup

Submitting a Proposal to Modify an Existing Program

A pop-up window will display the curriculum for the program as it exists in the catalog. The window can be expanded, minimized, or closed using the red, yellow, and green dots at the top of the pop-up screen.



The screenshot shows a web application interface for submitting curriculum proposals. A pop-up window titled "Curriculum Schema Preview" is open, displaying the curriculum for "Elementary Education B.S.". The window has a title bar with standard macOS window controls (red, yellow, and green dots). The background page shows "Prospective Curriculum Field Instructions" and a list of courses under the "Curriculum*" section.

Curriculum Schema Preview

Elementary Education B.S.

Degree Requirements

Core IMPACTS Requirements

Satisfactorily complete each of the Core IMPACTS general education requirements, as listed in the Core IMPACTS (General Education Curriculum) section of this catalog.

Subtotal: 42

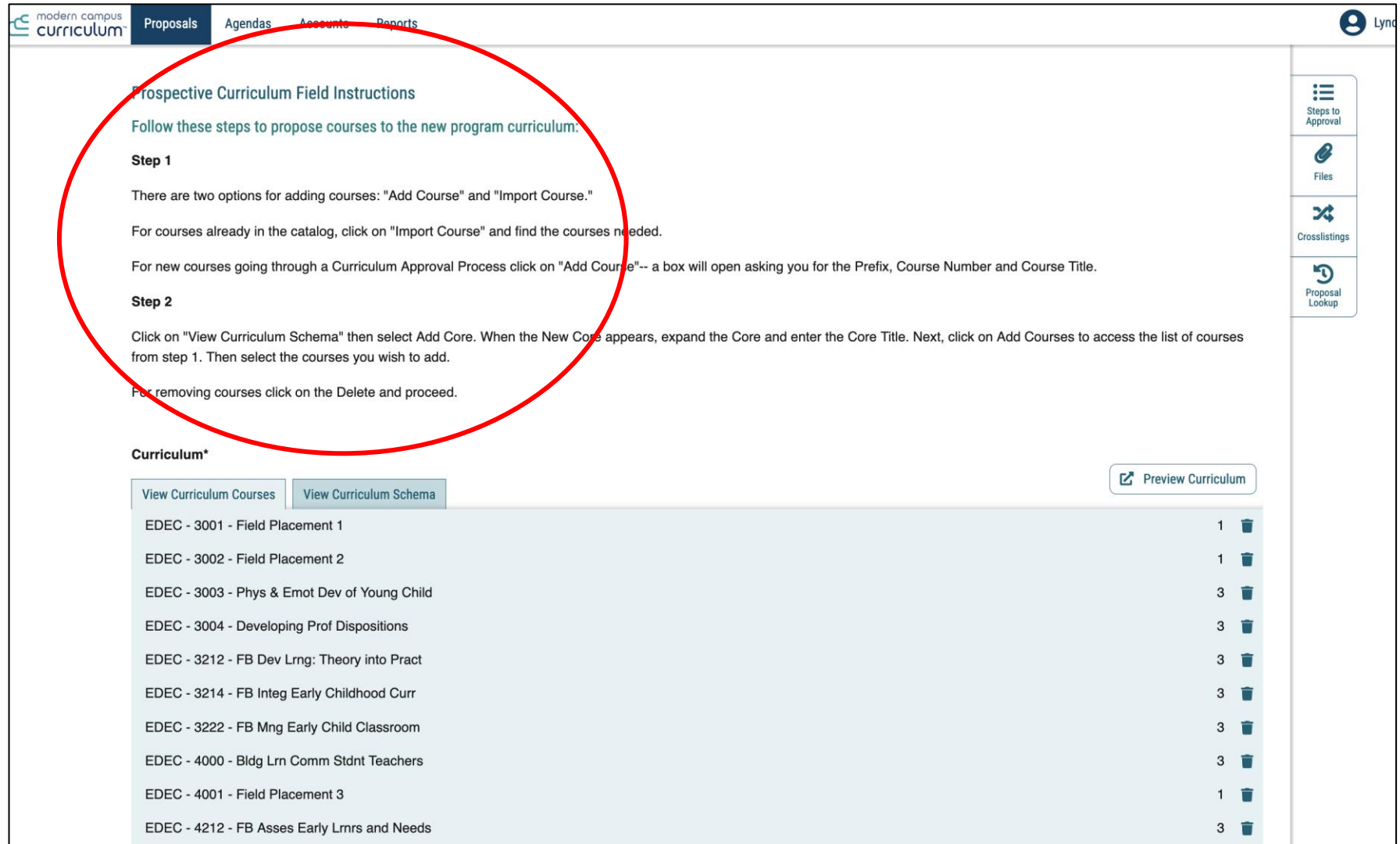
Field of Study Requirements

Satisfactorily complete each of the following courses, which serve as prerequisites or preparatory work for your major classes. Some courses may also be used to fulfill Core IMPACTS requirements. Students who use these courses to fulfill both requirements will have more hours of general electives.

Course	Hours
EDEC - 3001 - Field Placement 1	1
EDEC - 3002 - Field Placement 2	1
EDEC - 3003 - Phys & Emot Dev of Y	3
EDEC - 3004 - Developing Prof Dispositions	3
EDEC - 3212 - FB Dev Lrng: Theory into Pract	3
EDEC - 3214 - FB Integ Early Childhood Curr	3

Submitting a Proposal to Modify an Existing Program

If modifications are being proposed within the program of study, the addition and deletion of courses will be made in this section.



The screenshot shows the 'modern campus curriculum' interface with the 'Proposals' tab selected. A red circle highlights the 'Prospective Curriculum Field Instructions' section. Below this, the 'Curriculum*' section is visible, showing a list of courses with their IDs and titles, and a 'Preview Curriculum' button.

Prospective Curriculum Field Instructions

Follow these steps to propose courses to the new program curriculum:

Step 1

There are two options for adding courses: "Add Course" and "Import Course."

For courses already in the catalog, click on "Import Course" and find the courses needed.

For new courses going through a Curriculum Approval Process click on "Add Course"-- a box will open asking you for the Prefix, Course Number and Course Title.

Step 2

Click on "View Curriculum Schema" then select Add Core. When the New Core appears, expand the Core and enter the Core Title. Next, click on Add Courses to access the list of courses from step 1. Then select the courses you wish to add.

For removing courses click on the Delete and proceed.

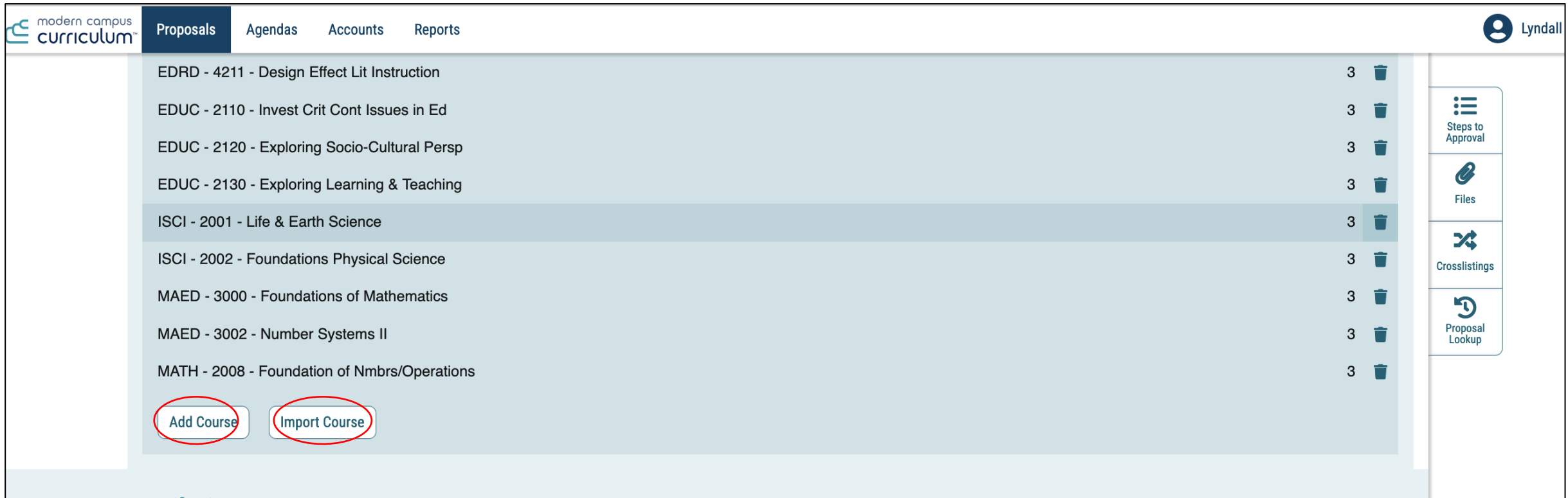
Curriculum*

View Curriculum Courses View Curriculum Schema Preview Curriculum

EDEC - 3001 - Field Placement 1	1	
EDEC - 3002 - Field Placement 2	1	
EDEC - 3003 - Phys & Emot Dev of Young Child	3	
EDEC - 3004 - Developing Prof Dispositions	3	
EDEC - 3212 - FB Dev Lrng: Theory into Pract	3	
EDEC - 3214 - FB Integ Early Childhood Curr	3	
EDEC - 3222 - FB Mng Early Child Classroom	3	
EDEC - 4000 - Bldg Lrn Comm Stdnt Teachers	3	
EDEC - 4001 - Field Placement 3	1	
EDEC - 4212 - FB Asses Early Lmrs and Needs	3	

Submitting a Proposal to Modify an Existing Program

There are two options for adding courses to the existing program of study:
"Add Course" and "Import Course."



The screenshot displays the 'modern campus curriculum' interface. The top navigation bar includes 'Proposals', 'Agendas', 'Accounts', and 'Reports'. The user 'Lyndall' is logged in. A list of courses is shown, each with a course number, title, and a '3' in a box next to a trash icon. At the bottom of the list, two buttons are circled in red: 'Add Course' and 'Import Course'. A sidebar on the right contains links for 'Steps to Approval', 'Files', 'Crosslistings', and 'Proposal Lookup'.

Course Number	Course Title	Value	Action
EDRD - 4211	Design Effect Lit Instruction	3	Trash
EDUC - 2110	Invest Crit Cont Issues in Ed	3	Trash
EDUC - 2120	Exploring Socio-Cultural Persp	3	Trash
EDUC - 2130	Exploring Learning & Teaching	3	Trash
ISCI - 2001	Life & Earth Science	3	Trash
ISCI - 2002	Foundations Physical Science	3	Trash
MAED - 3000	Foundations of Mathematics	3	Trash
MAED - 3002	Number Systems II	3	Trash
MATH - 2008	Foundation of Nmbrs/Operations	3	Trash

Add Course **Import Course**

Steps to Approval
Files
Crosslistings
Proposal Lookup

Submitting a Proposal to Modify an Existing Program

To add new courses that are going through a Curriculum Approval Process, scroll to the bottom of the course listing, click “Add Course.”

 modern campus curriculum

[Proposals](#) [Agendas](#) [Accounts](#) [Reports](#)



EDRD - 3511 - Lit Assess: Dyslexia & Div Rdg	3	
EDRD - 4211 - Design Effect Lit Instruction	3	
EDUC - 2110 - Invest Crit Cont Issues in Ed	3	
EDUC - 2120 - Exploring Socio-Cultural Persp	3	
EDUC - 2130 - Exploring Learning & Teaching	3	
ISCI - 2001 - Life & Earth Science	3	
ISCI - 2002 - Foundations Physical Science	3	
MAED - 3000 - Foundations of Mathematics	3	
MAED - 3002 - Number Systems II	3	
MATH - 2008 - Foundation of Nmbrs/Operations	3	

[Add Course](#) [Import Course](#)

 Steps to Approval

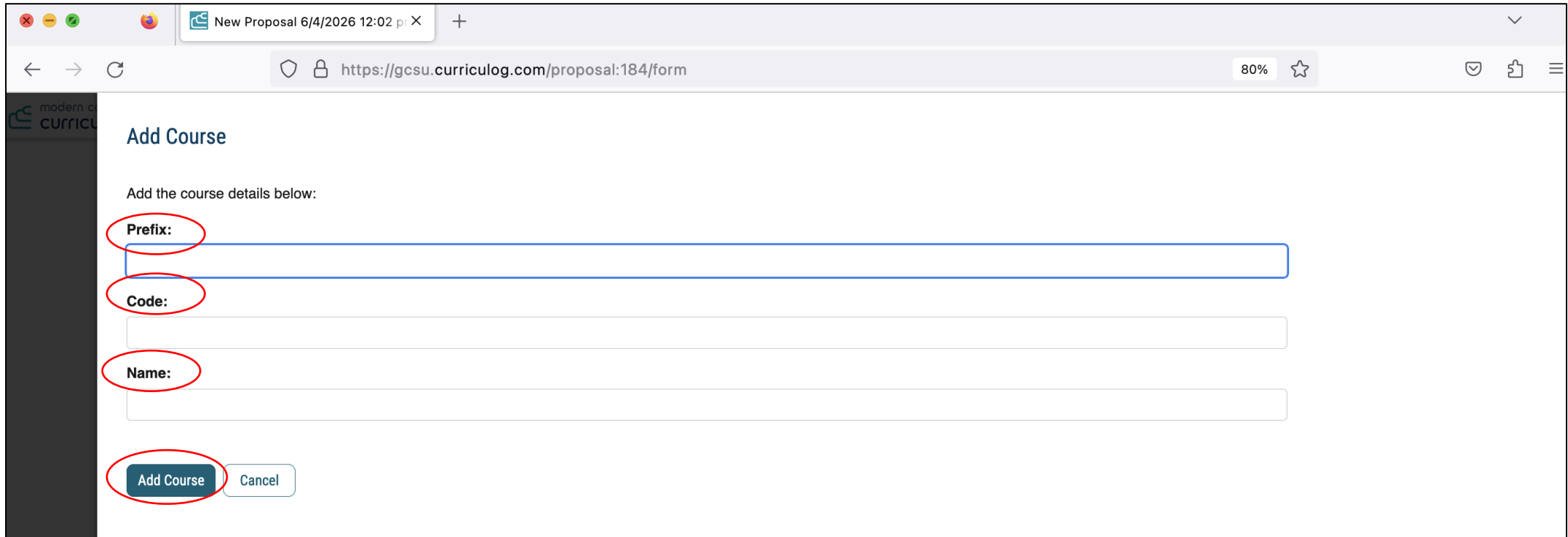
 Files

 Crosslistings

 Proposal Lookup

Submitting a Proposal to Modify an Existing Program

In the box that appears, add the prefix, code (number), and name of the new course. Click “Add Course.”



New Proposal 6/4/2026 12:02 pm X

← → ↻  <https://gcsu.curriculog.com/proposal:184/form> 80% ☆   ≡

Add Course

Add the course details below:

Prefix:

Code:

Name:

Add Course Cancel

Submitting a Proposal to Modify an Existing Program

After clicking “Add Course,” the new course(s) will show in the section for “Prospective Curriculum.” To add additional new courses that are going through a Curriculum Approval Process, repeat the process by clicking “Add Course.”



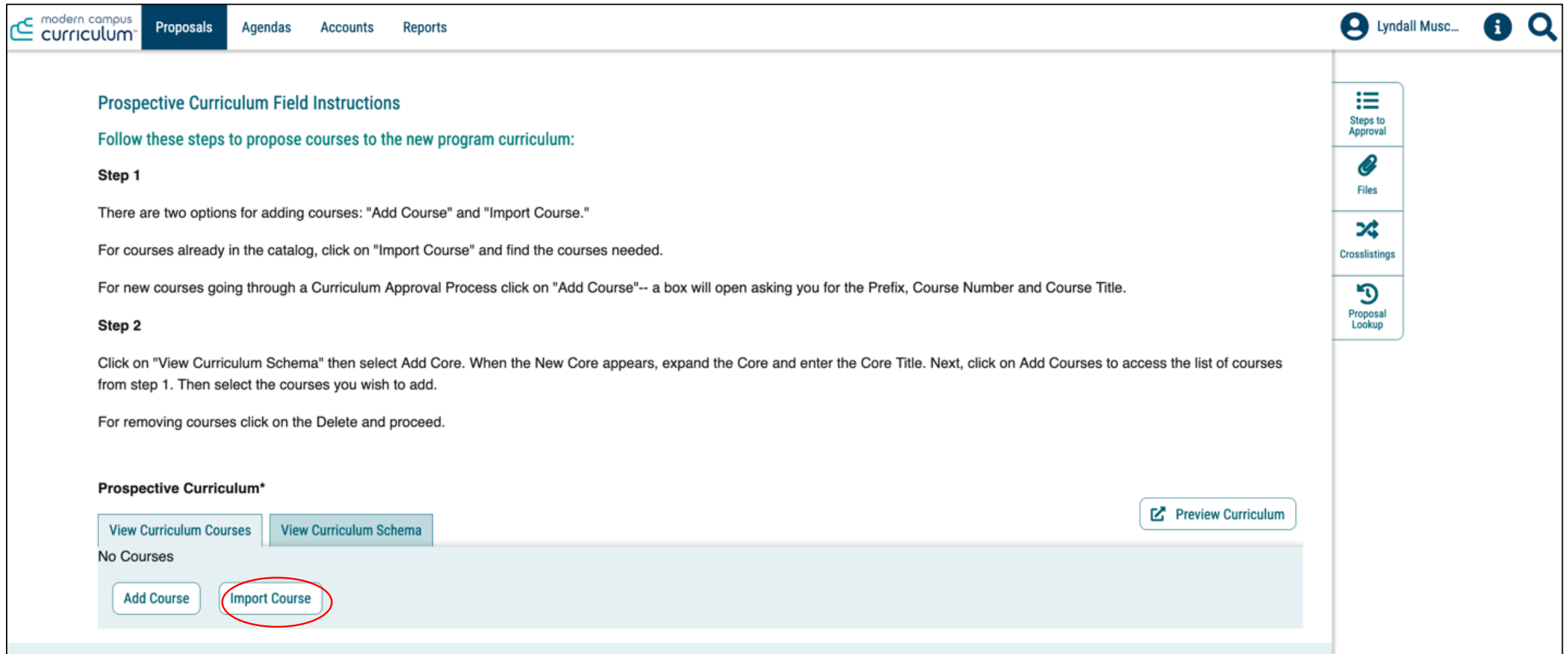
The screenshot displays the 'modern campus curriculum' interface. The top navigation bar includes 'Proposals', 'Agendas', 'Accounts', and 'Reports'. The 'Curriculum*' section is active, showing a list of courses. The 'View Curriculum Courses' button is circled in red. The course list includes:

Course Name	Count	Action
EDEC - 1234 - Test - New Course		
EDEC - 1235 - Test - New Course 2		
EDEC - 3001 - Field Placement 1	1	
EDEC - 3002 - Field Placement 2	1	
EDEC - 3003 - Phys & Emot Dev of Young Child	3	

On the right side, there is a 'Preview Curriculum' button and a sidebar with icons for 'Steps to Approval', 'Files', 'Crosslistings', and 'Proposal Lookup'.

Submitting a Proposal to Modify an Existing Program

To add courses that are already in the catalog, click “Import Courses.”



The screenshot shows the 'modern campus curriculum' interface. The top navigation bar includes 'Proposals', 'Agendas', 'Accounts', and 'Reports'. The user 'Lyndall Musc...' is logged in. The main content area is titled 'Prospective Curriculum Field Instructions' and provides steps for adding courses. A sidebar on the right contains links for 'Steps to Approval', 'Files', 'Crosslistings', and 'Proposal Lookup'. At the bottom, there are buttons for 'View Curriculum Courses', 'View Curriculum Schema', and 'Preview Curriculum'. Below these, a section labeled 'No Courses' contains two buttons: 'Add Course' and 'Import Course', with the latter circled in red.

Prospective Curriculum Field Instructions

Follow these steps to propose courses to the new program curriculum:

Step 1

There are two options for adding courses: "Add Course" and "Import Course."

For courses already in the catalog, click on "Import Course" and find the courses needed.

For new courses going through a Curriculum Approval Process click on "Add Course"-- a box will open asking you for the Prefix, Course Number and Course Title.

Step 2

Click on "View Curriculum Schema" then select Add Core. When the New Core appears, expand the Core and enter the Core Title. Next, click on Add Courses to access the list of courses from step 1. Then select the courses you wish to add.

For removing courses click on the Delete and proceed.

Prospective Curriculum*

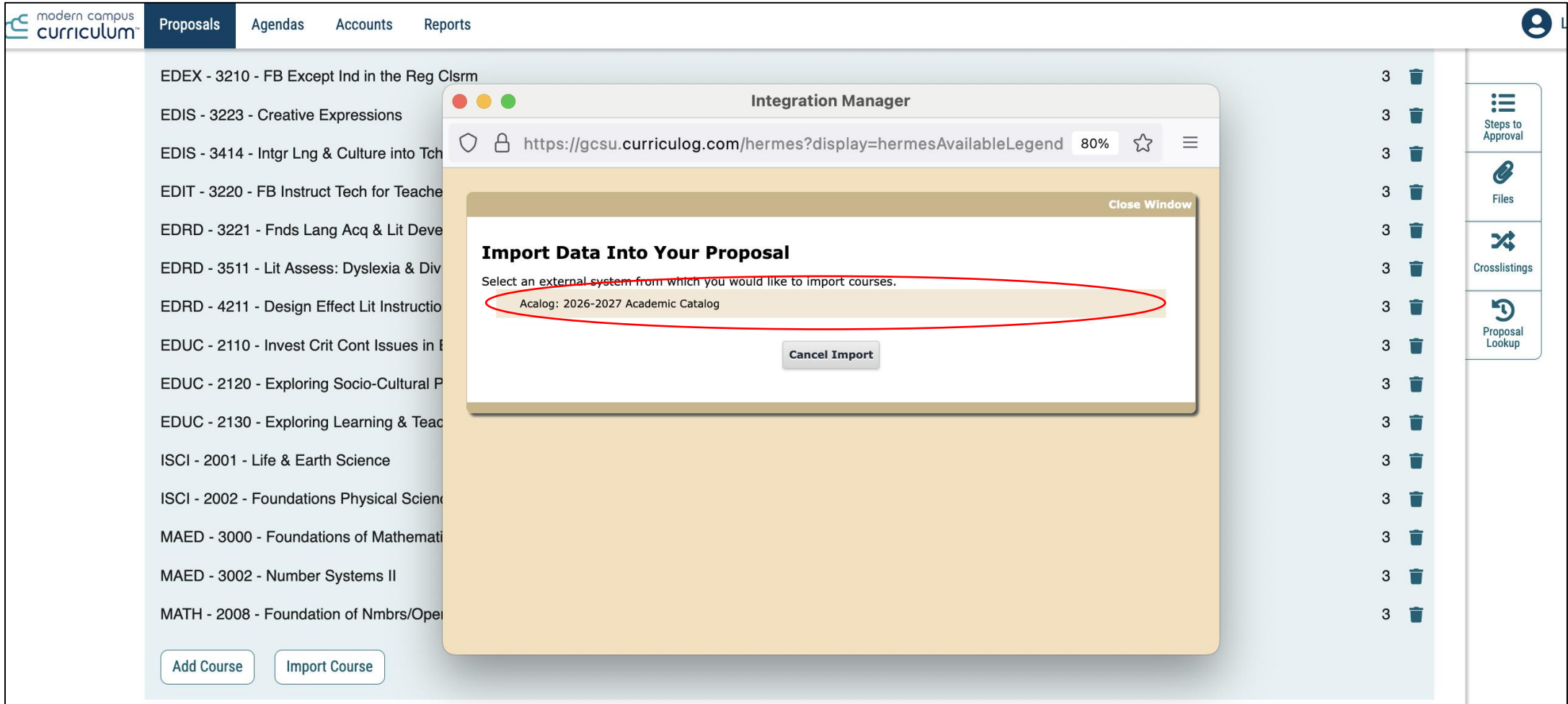
[View Curriculum Courses](#) [View Curriculum Schema](#) [Preview Curriculum](#)

No Courses

[Add Course](#) [Import Course](#)

Submitting a Proposal to Modify an Existing Program

In the “Integration Manager” pop-up window, click on the current catalog.



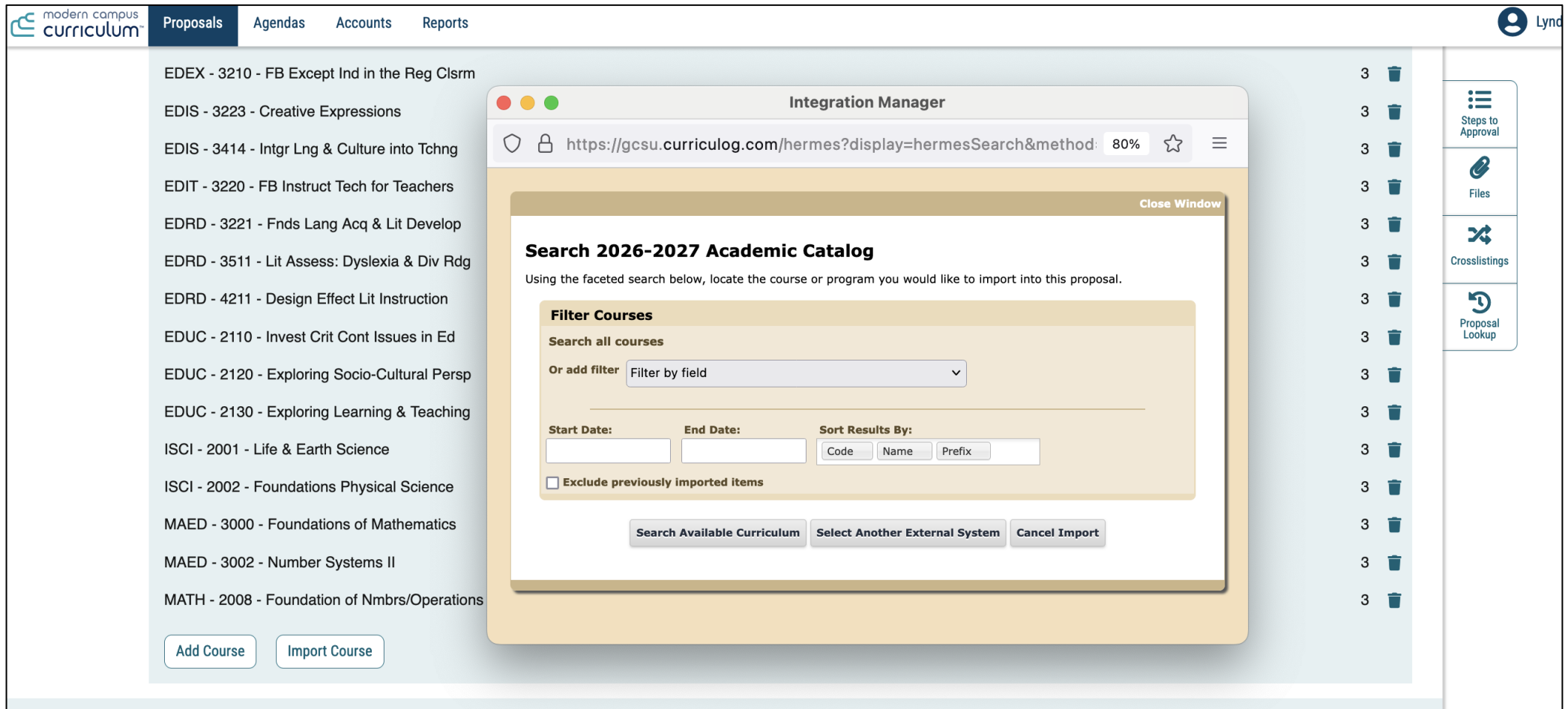
The screenshot displays the "modern campus curriculum" web application. The main interface has a sidebar with a list of course codes and titles, such as "EDEX - 3210 - FB Except Ind in the Reg Clsrm" and "EDIS - 3223 - Creative Expressions". At the bottom of the sidebar are buttons for "Add Course" and "Import Course". The top navigation bar includes tabs for "Proposals", "Agendas", "Accounts", and "Reports".

An "Integration Manager" pop-up window is centered on the screen. It features a browser address bar showing the URL `https://gcsu.curriculog.com/hermes?display=hermesAvailableLegend`. The window title is "Integration Manager". Inside the pop-up, the heading "Import Data Into Your Proposal" is followed by the instruction "Select an external system from which you would like to import courses." Below this instruction, a single option is listed: "Acalog: 2026-2027 Academic Catalog". This option is highlighted with a red oval. A "Cancel Import" button is located at the bottom of the pop-up. A "Close Window" button is in the top right corner of the pop-up's content area.

On the right side of the main interface, there is a vertical sidebar with icons and labels for "Steps to Approval", "Files", "Crosslistings", and "Proposal Lookup".

Submitting a Proposal to Modify an Existing Program

The pop-up window provides options for searching the selected catalog for existing courses that will be added to the “Prospective Curriculum.”



The screenshot displays the 'modern campus curriculum' interface. The main window shows a list of courses under the 'Proposals' tab, including EDEX - 3210, EDIS - 3223, EDIS - 3414, EDIT - 3220, EDRD - 3221, EDRD - 3511, EDRD - 4211, EDUC - 2110, EDUC - 2120, EDUC - 2130, ISCI - 2001, ISCI - 2002, MAED - 3000, MAED - 3002, and MATH - 2008. A pop-up window titled 'Integration Manager' is open, showing the 'Search 2026-2027 Academic Catalog' interface. The search interface includes a 'Filter Courses' section with a 'Search all courses' button, a 'Filter by field' dropdown, and fields for 'Start Date', 'End Date', and 'Sort Results By' (Code, Name, Prefix). There is also a checkbox for 'Exclude previously imported items' and buttons for 'Search Available Curriculum', 'Select Another External System', and 'Cancel Import'.

modern campus curriculum

Proposals Agendas Accounts Reports

Lynd

EDEX - 3210 - FB Except Ind in the Reg Clsrn

EDIS - 3223 - Creative Expressions

EDIS - 3414 - Intgr Lng & Culture into Tchng

EDIT - 3220 - FB Instruct Tech for Teachers

EDRD - 3221 - Fnds Lang Acq & Lit Develop

EDRD - 3511 - Lit Assess: Dyslexia & Div Rdg

EDRD - 4211 - Design Effect Lit Instruction

EDUC - 2110 - Invest Crit Cont Issues in Ed

EDUC - 2120 - Exploring Socio-Cultural Persp

EDUC - 2130 - Exploring Learning & Teaching

ISCI - 2001 - Life & Earth Science

ISCI - 2002 - Foundations Physical Science

MAED - 3000 - Foundations of Mathematics

MAED - 3002 - Number Systems II

MATH - 2008 - Foundation of Nmbrs/Operations

Add Course Import Course

Integration Manager

https://gcsu.curriculog.com/hermes?display=hermesSearch&method: 80%

Close Window

Search 2026-2027 Academic Catalog

Using the faceted search below, locate the course or program you would like to import into this proposal.

Filter Courses

Search all courses

Or add filter Filter by field

Start Date: End Date: Sort Results By: Code Name Prefix

☐ Exclude previously imported items

Search Available Curriculum Select Another External System Cancel Import

Steps to Approval

Files

Crosslistings

Proposal Lookup

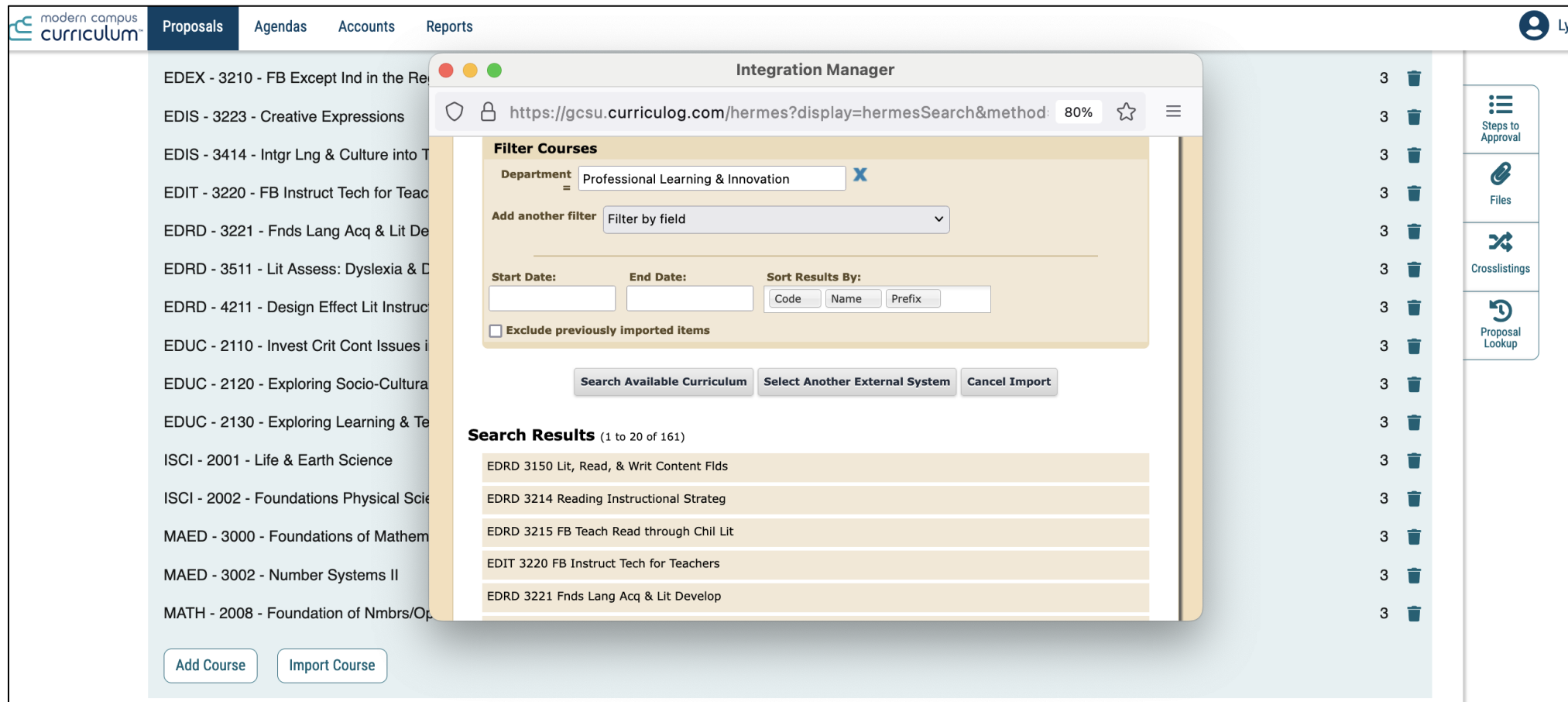
The screenshot displays the 'Integration Manager' application window. In the background, a list of courses is visible, including 'EDEX - 3210 - FB Except Ind in the Reg Cl', 'EDIS - 3223 - Creative Expressions', 'EDIS - 3414 - Intgr Lng & Culture into Tchn', 'EDIT - 3220 - FB Instruct Tech for Teachers', 'EDRD - 3221 - Fnds Lang Acq & Lit Develo', 'EDRD - 3511 - Lit Assess: Dyslexia & Div R', 'EDRD - 4211 - Design Effect Lit Instruction', 'EDUC - 2110 - Invest Crit Cont Issues in Ed', 'EDUC - 2120 - Exploring Socio-Cultural Per', 'EDUC - 2130 - Exploring Learning & Teachi', 'ISCI - 2001 - Life & Earth Science', 'ISCI - 2002 - Foundations Physical Science', 'MAED - 3000 - Foundations of Mathematics', 'MAED - 3002 - Number Systems II', and 'MATH - 2008 - Foundation of Nmbrs/Operations'. At the bottom of this list are 'Add Course' and 'Import Course' buttons.

The foreground features a modal dialog titled 'Search 2026-2027 Academic Catalog'. It includes a 'Close Window' button in the top right corner. Below the title, a message states: 'Using the faceted search below, locate the course or program you would like to import into this proposal.' The dialog contains a 'Filter Courses' section with a 'Search all courses' input field. Below this, there is a section for 'Or add filter' with a dropdown menu currently set to 'Filter by field'. This dropdown menu is open, showing a list of filter options: 'Filter by field' (which is selected and highlighted with a blue bar and a red circle), 'Attributes', 'Catalog Id', 'Cip Code', 'Code', 'College', 'Contact Hours', 'Corequisite', 'Course Type', 'Course level', 'Creation Date', and 'Credit indicator'. To the left of the dropdown, there is a 'Start Date:' label and an input field. Below the input field is a checkbox labeled 'Exclude pr'. At the bottom right of the dialog, there are 'Import' and 'Cancel Import' buttons.

On the right side of the main application window, there is a vertical sidebar containing several icons and labels: 'Steps to Approval', 'Files', 'Crosslistings', and 'Proposal Lookup'. Each icon is accompanied by a small trash can icon and the number '3'.

Submitting a Proposal to Modify an Existing Program

The example below shows a search by department. The window can be expanded to view all courses offered by the department.



The screenshot displays the 'modern campus curriculum' interface. The 'Proposals' tab is active, showing a list of courses on the left and a search results window in the center. The search window, titled 'Integration Manager', shows a search for 'Professional Learning & Innovation' with 80% completion. The search results list 161 courses, with the first five displayed:

Course ID	Course Name
EDRD 3150	Lit, Read, & Writ Content Flds
EDRD 3214	Reading Instructional Strateg
EDRD 3215	FB Teach Read through Chil Lit
EDIT 3220	FB Instruct Tech for Teachers
EDRD 3221	Fnds Lang Acq & Lit Develop

The interface also includes a sidebar with navigation options: Steps to Approval, Files, Crosslistings, and Proposal Lookup. At the bottom, there are buttons for 'Add Course' and 'Import Course'.



modern campus
curriculum™

Reports

Import Course

https://gcsu.curriculog.com/hermes?display=hermesSearch&method: 80%

Cancel Import

EDRD 3221 Fnds Lang Acq & Lit Develop

3

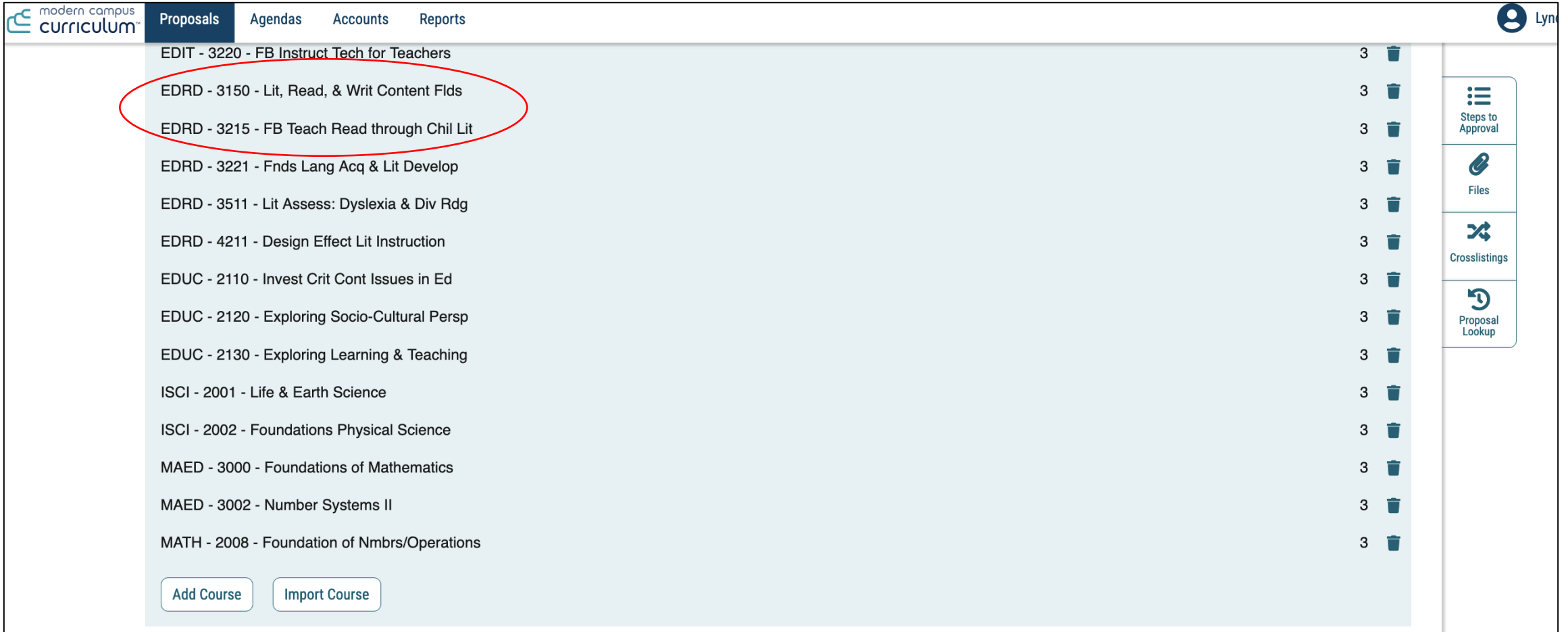


Proposal
Lookup

[illegible]

Submitting a Proposal to Modify an Existing Program

The “imported” courses will be displayed within the listing of the “curriculum.”



The screenshot displays the 'modern campus curriculum' interface. The 'Proposals' tab is selected, showing a list of courses. The course 'EDRD - 3215 - FB Teach Read through Chil Lit' is circled in red. The interface includes a sidebar with navigation options: Steps to Approval, Files, Crosslistings, and Proposal Lookup. The user's name 'Lyn' is visible in the top right corner.

Course ID	Course Name	Credits	Action
EDIT - 3220	FB Instruct Tech for Teachers	3	
EDRD - 3150	Lit, Read, & Writ Content Flds	3	
EDRD - 3215	FB Teach Read through Chil Lit	3	
EDRD - 3221	Fnds Lang Acq & Lit Develop	3	
EDRD - 3511	Lit Assess: Dyslexia & Div Rdg	3	
EDRD - 4211	Design Effect Lit Instruction	3	
EDUC - 2110	Invest Crit Cont Issues in Ed	3	
EDUC - 2120	Exploring Socio-Cultural Persp	3	
EDUC - 2130	Exploring Learning & Teaching	3	
ISCI - 2001	Life & Earth Science	3	
ISCI - 2002	Foundations Physical Science	3	
MAED - 3000	Foundations of Mathematics	3	
MAED - 3002	Number Systems II	3	
MATH - 2008	Foundation of Nmbrs/Operations	3	

[Add Course](#) [Import Course](#)

Submitting a Proposal to Modify an Existing Program

To delete courses from the program of study, select the course(s) to be deleted, then click on the trashcan(s) icon aligned with the course(s).

modern campus curriculum™

Proposals

Agendas

Accounts

Reports

EDEC - 4000 - Bldg Lrn Comm Stdnt Teachers

3

EDEC - 4001 - Field Placement 3

1

EDEC - 4212 - FB Asses Early Lrnrs and Needs

3

EDEC - 4243 - FB Capstone Experience

3

EDEC - 4960 - Internship

1 - 15

EDEX - 3210 - FB Except Ind in the Reg Clsrm

3

EDIS - 3223 - Creative Expressions

3

EDIS - 3414 - Intgr Lng & Culture into Tchng

3

EDIT - 3220 - FB Instruct Tech for Teachers

3

EDRD - 3150 - Lit, Read, & Writ Content Flds

3

EDRD - 3215 - FB Teach Read through Chil Lit

3

Steps to Approval

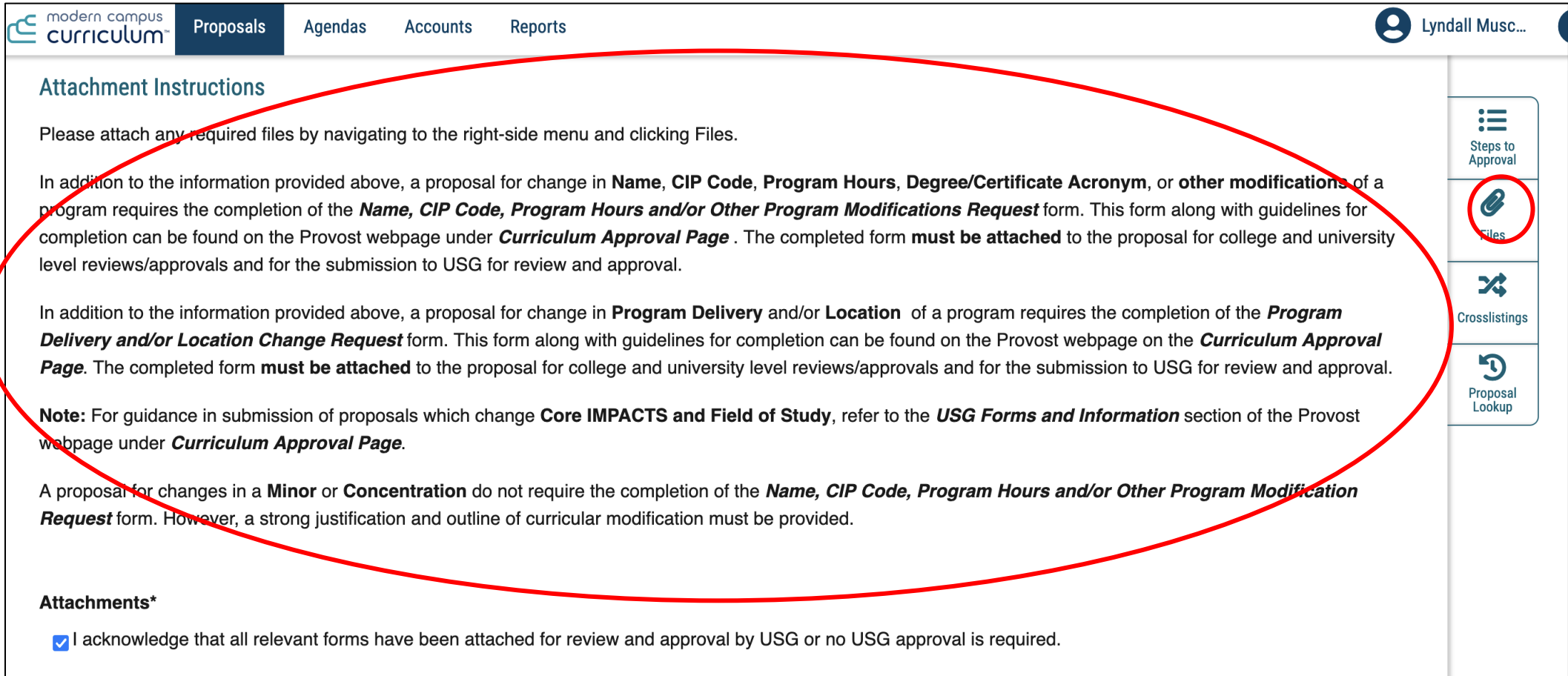
Files

Crosslistings

Proposal Lookup

Submitting a Proposal to Modify an Existing Program

After completing the form, attach all required information by clicking on the paperclip/files icon in the menu on the righthand side. Note that proposals to change the **Name, CIP Code, Program Hours, Degree/Certificate Acronym, or delivery option** require approval of USG.



modern campus curriculum™ | **Proposals** | Agendas | Accounts | Reports | Lyndall Musc...

Attachment Instructions

Please attach any required files by navigating to the right-side menu and clicking Files.

In addition to the information provided above, a proposal for change in **Name, CIP Code, Program Hours, Degree/Certificate Acronym, or other modifications** of a program requires the completion of the **Name, CIP Code, Program Hours and/or Other Program Modifications Request** form. This form along with guidelines for completion can be found on the Provost webpage under **Curriculum Approval Page**. The completed form **must be attached** to the proposal for college and university level reviews/approvals and for the submission to USG for review and approval.

In addition to the information provided above, a proposal for change in **Program Delivery** and/or **Location** of a program requires the completion of the **Program Delivery and/or Location Change Request** form. This form along with guidelines for completion can be found on the Provost webpage on the **Curriculum Approval Page**. The completed form **must be attached** to the proposal for college and university level reviews/approvals and for the submission to USG for review and approval.

Note: For guidance in submission of proposals which change **Core IMPACTS and Field of Study**, refer to the **USG Forms and Information** section of the Provost webpage under **Curriculum Approval Page**.

A proposal for changes in a **Minor** or **Concentration** do not require the completion of the **Name, CIP Code, Program Hours and/or Other Program Modification Request** form. However, a strong justification and outline of curricular modification must be provided.

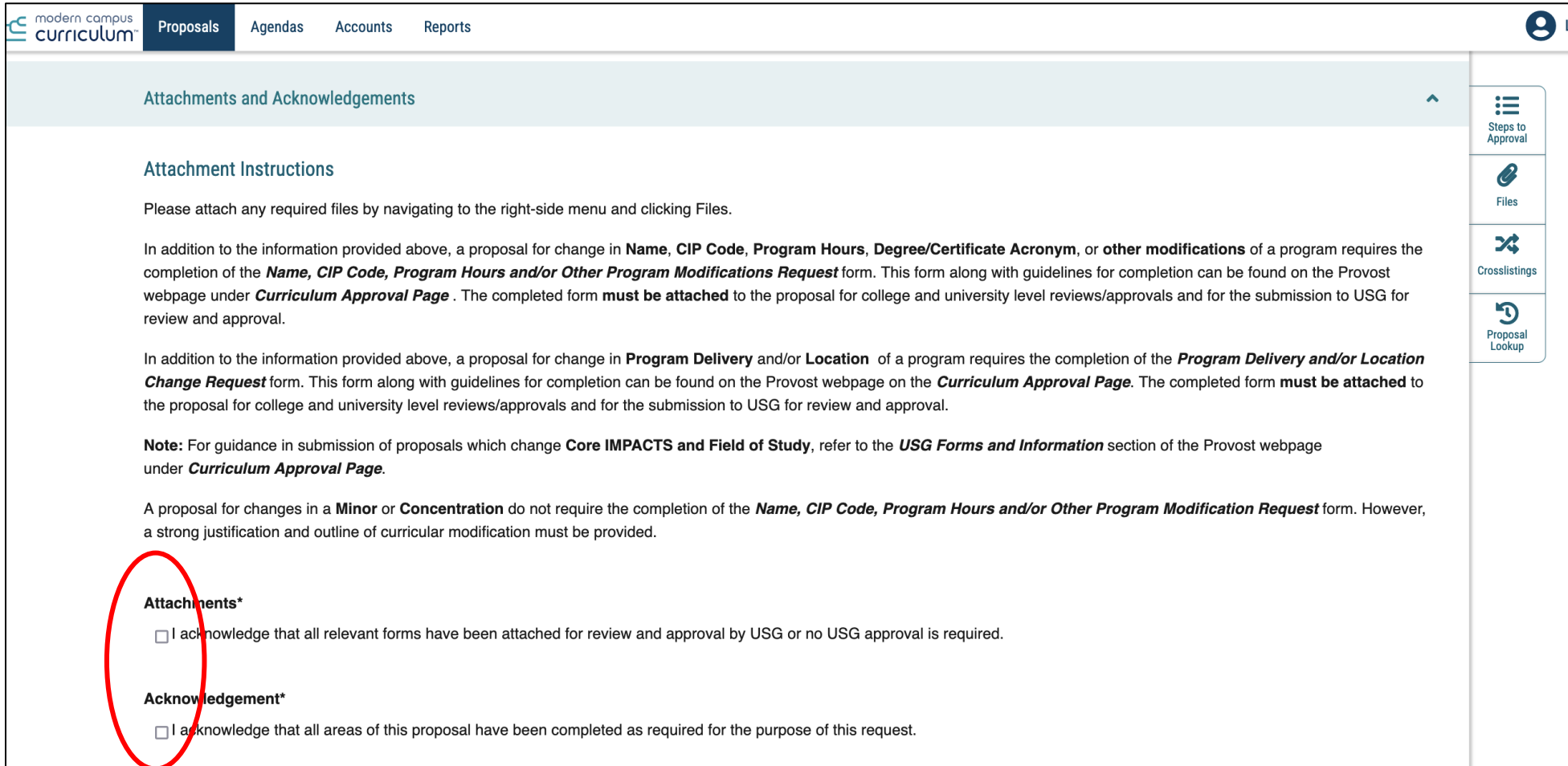
Attachments*

☒ I acknowledge that all relevant forms have been attached for review and approval by USG or no USG approval is required.

Steps to Approval
Files
Crosslistings
Proposal Lookup

Submitting a Proposal to Modify an Existing Program

Once attachments have been uploaded, verify that all components of the proposal have been completed appropriately by clicking the “acknowledgement” boxes.



modern campus curriculum | Proposals | Agendas | Accounts | Reports

Attachments and Acknowledgements

Attachment Instructions

Please attach any required files by navigating to the right-side menu and clicking Files.

In addition to the information provided above, a proposal for change in **Name**, **CIP Code**, **Program Hours**, **Degree/Certificate Acronym**, or **other modifications** of a program requires the completion of the **Name, CIP Code, Program Hours and/or Other Program Modifications Request** form. This form along with guidelines for completion can be found on the Provost webpage under **Curriculum Approval Page**. The completed form **must be attached** to the proposal for college and university level reviews/approvals and for the submission to USG for review and approval.

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Attachments*

☐ I acknowledge that all relevant forms have been attached for review and approval by USG or no USG approval is required.

Acknowledgement*

☐ I acknowledge that all areas of this proposal have been completed as required for the purpose of this request.

Steps to Approval
Files
Crosslistings
Proposal Lookup

Submitting a Proposal to Modify an Existing Program

The section following “Attachments” and “Acknowledgements” is for “System Administrator Only.”
DO NOT enter any information into this section.

System Administrator Only

Catalog OID (Item ID)

Catalog Status
☒ Active-Visible
☐ Active-Hidden
☐ Inactive-Hidden

Submitting a Proposal to Modify an Existing Program

If you will need to return to the form before launching, click the bar labeled “Save All Changes” at the bottom lefthand side of the pane. The saved proposal can be accessed by clicking on the “My Proposals” tab near the top of the home screen.

Attachments*
☒ I acknowledge that all relevant forms have been attached for review and approval by USG or no USG approval is required.

Acknowledgement*
☒ I acknowledge that all areas of this proposal have been completed as required for the purpose of this request.

System Administrator Only ^

Catalog OID (Item ID)

Catalog Status
☒ Active-Visible
☐ Active-Hidden
☐ Inactive-Hidden

Submitting a Proposal to Modify an Existing Program

If you are ready to “launch” (submit) the proposal, verify the “launching” of the proposal by clicking “Validate and Launch Proposal.”

Attachments*
☒ I acknowledge that all relevant forms have been attached for review and approval by USG or no USG approval is required.

Acknowledgement*
☒ I acknowledge that all areas of this proposal have been completed as required for the purpose of this request.

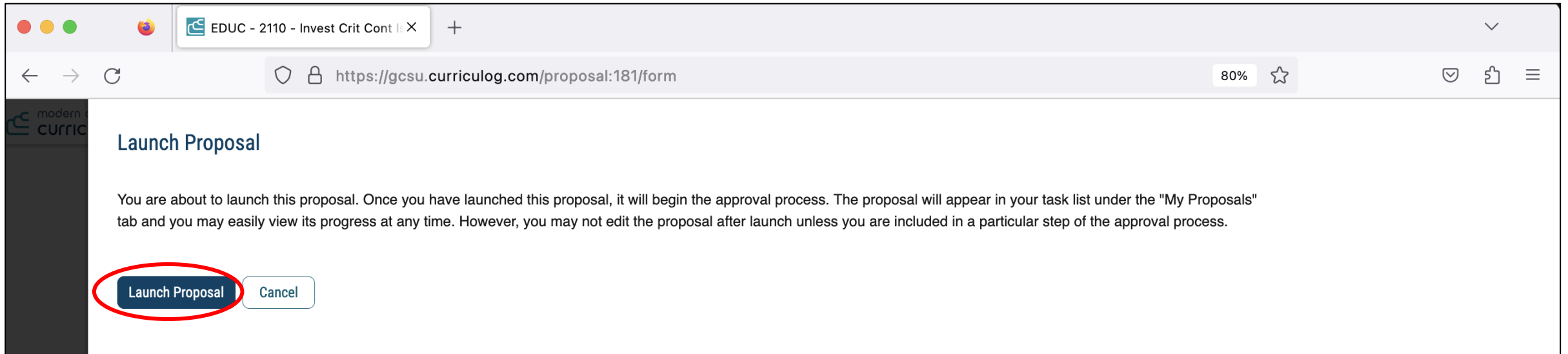
System Administrator Only ^

Catalog OID (Item ID)

Catalog Status
☒ Active-Visible
☐ Active-Hidden
☐ Inactive-Hidden

Submitting a Proposal to Modify an Existing Program

The final step in submitting the proposal is to begin the approval process by clicking “Launch Proposal.” The proposal will appear in “Your Tasks” tab on the homepage.



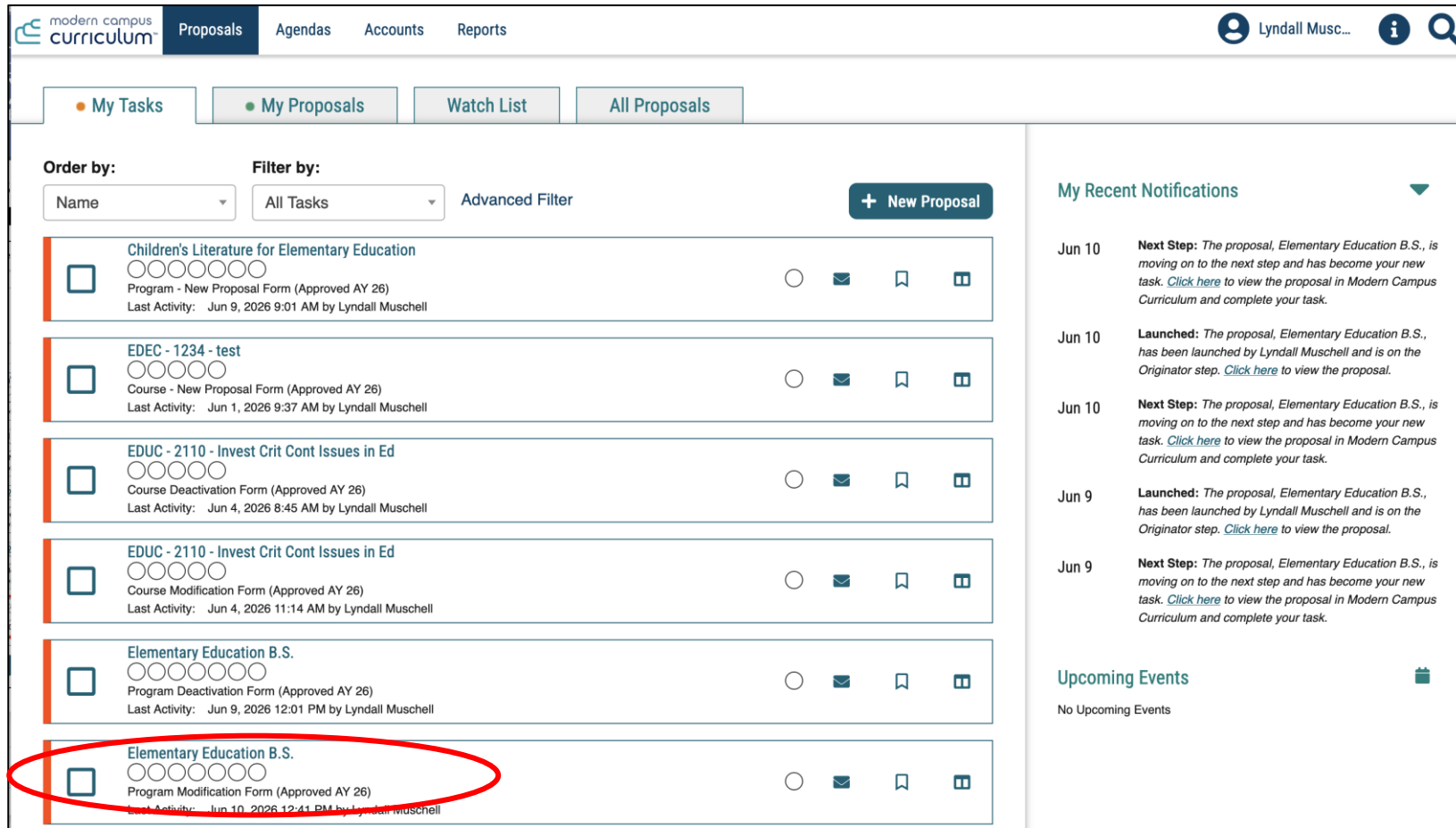
The screenshot shows a web browser window with the address bar displaying `https://gcsu.curriculog.com/proposal:181/form`. The page title is "Launch Proposal". The main content area contains the following text:

You are about to launch this proposal. Once you have launched this proposal, it will begin the approval process. The proposal will appear in your task list under the "My Proposals" tab and you may easily view its progress at any time. However, you may not edit the proposal after launch unless you are included in a particular step of the approval process.

At the bottom of the form, there are two buttons: "Launch Proposal" and "Cancel". The "Launch Proposal" button is highlighted with a red circle.

Moving a Proposal to Modify an Existing Program through the Workflow

The proposal has been moved into the “workflow” and can be found under the “Your Tasks” tab on the homepage. Locate the appropriate proposal and double click to open.



The screenshot displays the Modern Campus Curriculum interface. The top navigation bar includes 'Proposals', 'Agendas', 'Accounts', and 'Reports'. The user is logged in as 'Lyndall Musc...'. The 'My Tasks' tab is selected, showing a list of proposals. The list is filtered by 'All Tasks' and ordered by 'Name'. The 'Elementary Education B.S.' proposal is circled in red. The right sidebar shows 'My Recent Notifications' and 'Upcoming Events'.

Order by:	Filter by:	Advanced Filter	+ New Proposal
Name	All Tasks		
☐	Children's Literature for Elementary Education Program - New Proposal Form (Approved AY 26) Last Activity: Jun 9, 2026 9:01 AM by Lyndall Muschell	☐	☐
☐	EDEC - 1234 - test Course - New Proposal Form (Approved AY 26) Last Activity: Jun 1, 2026 9:37 AM by Lyndall Muschell	☐	☐
☐	EDUC - 2110 - Invest Crit Cont Issues in Ed Course Deactivation Form (Approved AY 26) Last Activity: Jun 4, 2026 8:45 AM by Lyndall Muschell	☐	☐
☐	EDUC - 2110 - Invest Crit Cont Issues in Ed Course Modification Form (Approved AY 26) Last Activity: Jun 4, 2026 11:14 AM by Lyndall Muschell	☐	☐
☐	Elementary Education B.S. Program Deactivation Form (Approved AY 26) Last Activity: Jun 9, 2026 12:01 PM by Lyndall Muschell	☐	☐
☐	Elementary Education B.S. Program Modification Form (Approved AY 26) Last Activity: Jun 10, 2026 12:41 PM by Lyndall Muschell	☐	☐

My Recent Notifications

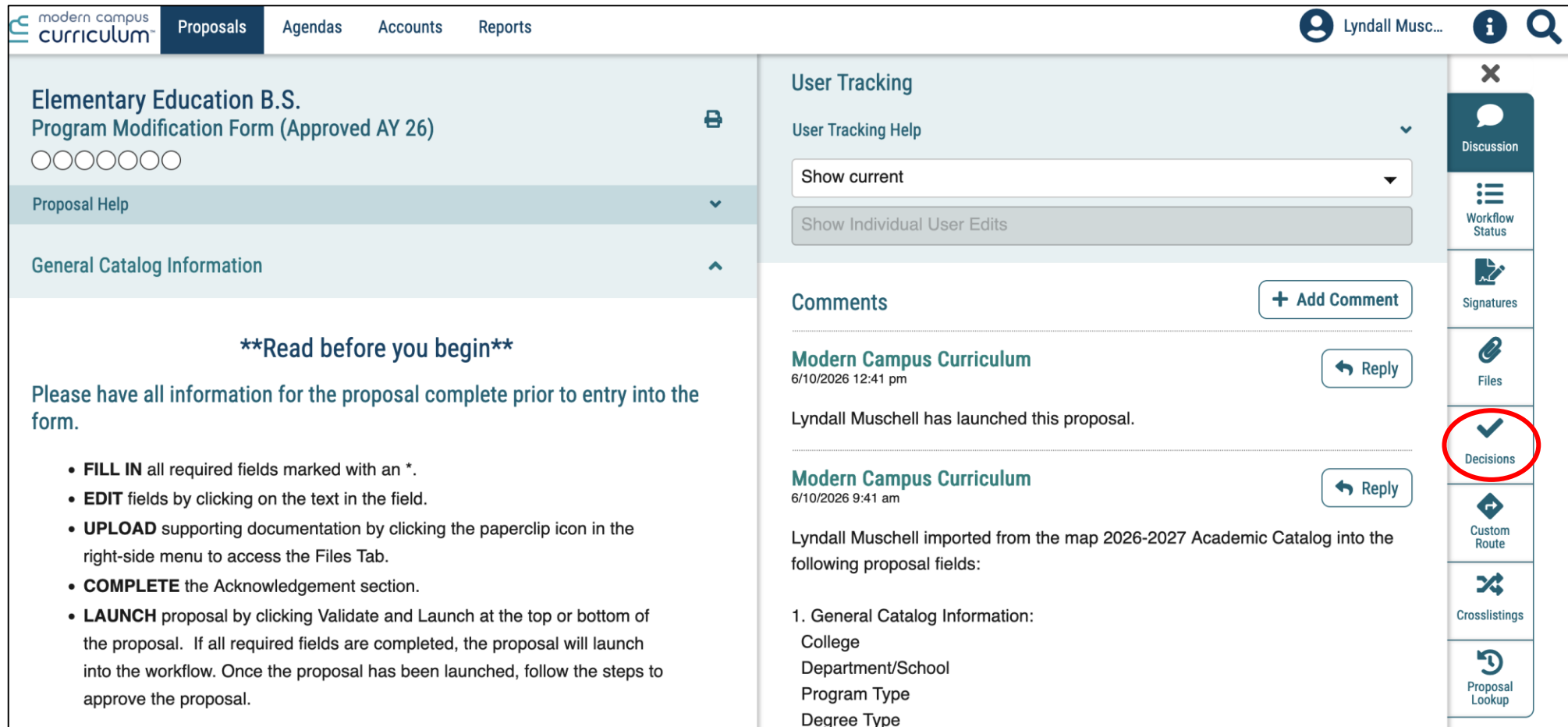
- Jun 10 **Next Step:** The proposal, Elementary Education B.S., is moving on to the next step and has become your new task. [Click here](#) to view the proposal in Modern Campus Curriculum and complete your task.
- Jun 10 **Launched:** The proposal, Elementary Education B.S., has been launched by Lyndall Muschell and is on the Originator step. [Click here](#) to view the proposal.
- Jun 10 **Next Step:** The proposal, Elementary Education B.S., is moving on to the next step and has become your new task. [Click here](#) to view the proposal in Modern Campus Curriculum and complete your task.
- Jun 9 **Launched:** The proposal, Elementary Education B.S., has been launched by Lyndall Muschell and is on the Originator step. [Click here](#) to view the proposal.
- Jun 9 **Next Step:** The proposal, Elementary Education B.S., is moving on to the next step and has become your new task. [Click here](#) to view the proposal in Modern Campus Curriculum and complete your task.

Upcoming Events

No Upcoming Events

Moving a Proposal to Modify an Existing Program through the Workflow

For the proposal to advance to the next step, you must verify the submission by clicking the **✓** within the menu bar on the right-hand side of the screen.



The screenshot displays the Modern Campus Curriculum interface. The top navigation bar includes tabs for Proposals, Agendas, Accounts, and Reports. The user profile "Lyndall Musc..." is visible in the top right corner. The main content area is divided into three sections:

- Left Sidebar:** Contains "Elementary Education B.S. Program Modification Form (Approved AY 26)" with a printer icon, "Proposal Help" with a dropdown arrow, and "General Catalog Information" with an upward arrow.
- Main Content Area:**
 - User Tracking:** Includes "User Tracking Help" with a dropdown menu showing "Show current" and "Show Individual User Edits".
 - Comments:** Features a "+ Add Comment" button and two comments from "Modern Campus Curriculum" dated 6/10/2026. The first comment states "Lyndall Muschell has launched this proposal." The second comment states "Lyndall Muschell imported from the map 2026-2027 Academic Catalog into the following proposal fields:" followed by a list: "1. General Catalog Information: College, Department/School, Program Type, Degree Type".
- Right Sidebar:** Contains a vertical menu with icons for Discussion, Workflow Status, Signatures, Files, Decisions (highlighted with a red circle and a checkmark), Custom Route, Crosslistings, and Proposal Lookup.

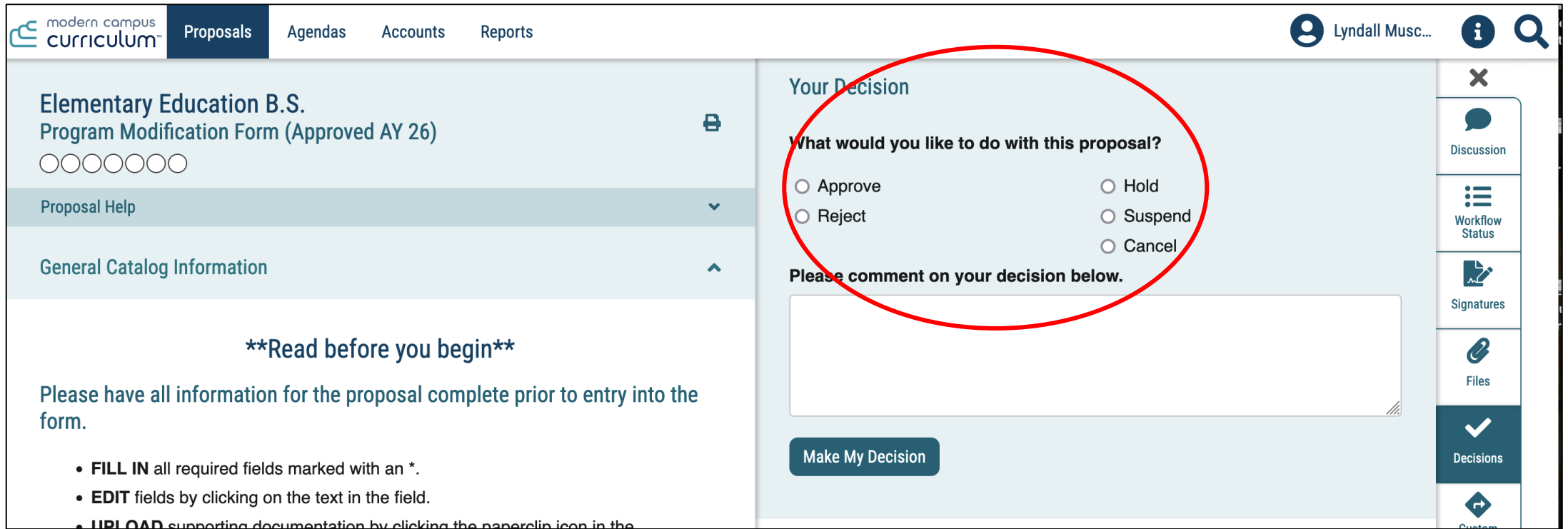
****Read before you begin****

Please have all information for the proposal complete prior to entry into the form.

- **FILL IN** all required fields marked with an *.
- **EDIT** fields by clicking on the text in the field.
- **UPLOAD** supporting documentation by clicking the paperclip icon in the right-side menu to access the Files Tab.
- **COMPLETE** the Acknowledgement section.
- **LAUNCH** proposal by clicking Validate and Launch at the top or bottom of the proposal. If all required fields are completed, the proposal will launch into the workflow. Once the proposal has been launched, follow the steps to approve the proposal.

Moving a Proposal to Modify an Existing Program through the Workflow

As the originator of the proposal, you must make a decision to advance the workflow process.



modern campus curriculum™

Proposals Agendas Accounts Reports

Lyndall Musc...

Elementary Education B.S.
Program Modification Form (Approved AY 26)

○○○○○○○○

Proposal Help

General Catalog Information

****Read before you begin****

Please have all information for the proposal complete prior to entry into the form.

- **FILL IN** all required fields marked with an *.
- **EDIT** fields by clicking on the text in the field.
- **UPLOAD** supporting documentation by clicking the paperclip icon in the

Your Decision

What would you like to do with this proposal?

☐ Approve ☐ Hold

☐ Reject ☐ Suspend

☐ Cancel

Please comment on your decision below.

Make My Decision

Discussion

Workflow Status

Signatures

Files

Decisions

Moving a Proposal to Modify an Existing Program through the Workflow

Decision options include the following:

Approve – This indicates that your decision is to approve the proposal and have the proposal continue in the workflow process.

Reject – This indicates that your decision is to reject the decision to move the proposal forward in the workflow process.

Hold – This indicates that your decision is to hold the proposal for review or continued revisions. You will be able to continue work on the proposal; however, it will not advance in the workflow until the hold is removed by an Administrator.

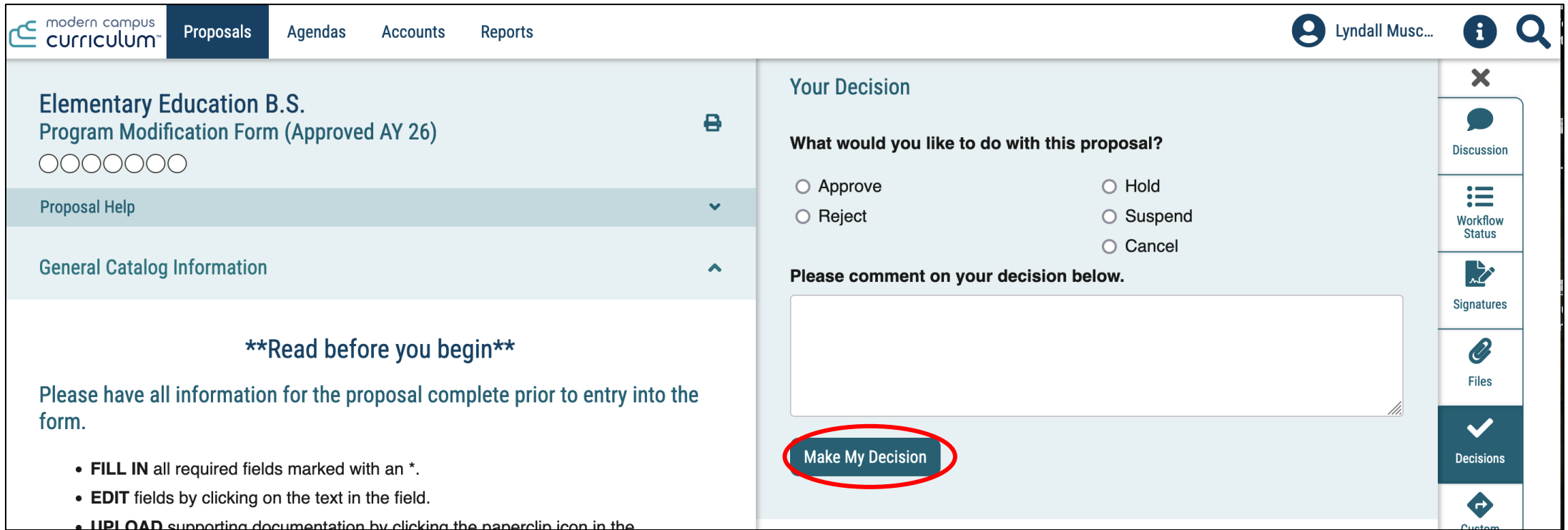
Suspend – If this decision option is selected, no work may be done on the proposal, and it will not advance in the workflow until the suspension is removed by an administrator.

Cancel – If this decision option is selected, the proposal will be sent back to the Originator in an unlaunched state; the Originator may then cancel and delete the proposal.

Moving a Proposal to Modify an Existing Program through the Workflow

Once the decision option has been selected, click the bar labeled, “Make My Decision.”

If “Approve” has been selected, the proposal will begin progressing through the appropriate workflow.



The screenshot displays the 'modern campus curriculum' interface. The top navigation bar includes 'Proposals', 'Agendas', 'Accounts', and 'Reports'. The user 'Lyndall Musc...' is logged in. The main content area is titled 'Elementary Education B.S. Program Modification Form (Approved AY 26)' and includes a 'Proposal Help' link and 'General Catalog Information'. A red circle highlights the 'Make My Decision' button in the 'Your Decision' section.

modern campus curriculum™ | Proposals | Agendas | Accounts | Reports | Lyndall Musc... | i | Q

Elementary Education B.S. Program Modification Form (Approved AY 26)

○○○○○○○○

Proposal Help

General Catalog Information

****Read before you begin****

Please have all information for the proposal complete prior to entry into the form.

- **FILL IN** all required fields marked with an *.
- **EDIT** fields by clicking on the text in the field.
- **UPLOAD** supporting documentation by clicking the paperclip icon in the

Your Decision

What would you like to do with this proposal?

☐ Approve ☐ Hold ☐ Suspend ☐ Cancel

☐ Reject

Please comment on your decision below.

Make My Decision

Discussion

Workflow Status

Signatures

Files

Decisions

Custom

Moving a Proposal to Deactivate an Existing Program through the Workflow

The proposal will appear under the “My Tasks” tab on the ***Modern Campus Curriculum*** homepage of the next reviewer.

When a proposal appears in the “My Tasks” tab, the reviewer considers the proposal and makes their decision moving the proposal forward in the workflow. This process continues until the final level of approval at which time notifications are sent.