Colonnade Committee
Proposal to Revise an Artifact Policy
(Action Item)

Contact Person: Stacey Forsythe, Chair, Colonnade General Education Committee
(stacey.forsythe@wku.edu / 270-745-4238)

Identification of proposed policy revision: Creation of process in which the approved
Assessment Artifact for Colonnade Learning Outcomes can be updated/edit through an expedited
process in CourseLeaf.

1. **Statement of existing policy:**
    None.

2. **Statement of proposed policy:**

    Faculty/Programs who wish to change or update an approved Colonnade Artifact
    may do through an expedited process in Course Leaf providing no other changes to
    the course are being made. The workflow for expedited approval will be the same as
    regular courses but will include the Colonnade General Education Committee
    (CGEC) Chair:
    1. Department Approval
    2. Dean Approval
    3. **Colonnade Chair Approval**
    4. Provost Approval
    5. Course Inventory

If it is determined that the proposed artifact needs more discussion from the
CGEC to ensure proper assessment of the Collonade Learning Outcomes, the chair
may request the proponent present the change to the CGEC for revision/vote.

3. **Rationale for proposed policy revision:**

    There currently is no policy in place for making expedited changes to approved
    Colonnade courses. This policy would provide a formalized process for making a
    change to the Artifact and reflect that change in Course Leaf without having to go
    through the entire curriculum review.

4. **Impact of proposed policy revision on existing academic or non-academic
    policies:** NONE

    4.1 Impact on policies: None

    4.2 Impact on populations that may be affected: N/A

5. **Proposed term for implementation:** Fall 2024

6. **Dates of prior committee approvals:**

WKU Colonnade Program: _____

University Senate: _____