

How to check the status of a proposal in Curriculumlog

First, Login: <https://csuci.curriculumlog.com/proposals> and click on Login and use your myCI credentials to login.

Once Logged in click on **All Proposals** tab. Click on **Advanced Filter** to search for the proposal.

modern campus curriculumlog

Proposals Agendas Accounts Reports

Taryn McHugh

My Tasks My Proposals Watch List **All Proposals**

Filter by: All Proposals **Advanced Filter** + New Proposal

ACCT - 210 - Financial Accounting
G. 2023-2024 - Non GE - Course Modification/inactivation Proposal: 2025-2026 Catalog
Last Activity: Jul 16, 2024 5:28 PM by Andrea Skinner

ACCT - 220 - Managerial Accounting
G. 2023-2024 - Non GE - Course Modification/inactivation Proposal: 2025-2026 Catalog

My Recent Notifications

Aug 19 **Decision:** Kristen Dobson has decided to approve your proposal, Heritage and Cultural Resource Management Certificate. [Click here](#) to view the proposal.

Aug 19 **Deadline Passed:** The proposal, Access Current Course Descriptions, SLOs, Outlines, & References - EDPL - 634, with current step, Curriculum System Analysts, has passed its deadline and it has been approved. [Click here](#) to view the proposal.

In the Advanced Filter, type the prefix you are looking for under **Keyword** and click on **Filter Proposals**. To filter specific words or prefixes you may want to frame the prefix between %PRE%. Example: Under Keyword type - %COMP% and click on Filter Proposals. Check out how to use the Advanced Filter for more information.

Open the proposal by clicking on the proposal, review the proposal.

My Tasks My Proposals Watch List All Proposals

Filter by: All Proposals Advanced Filter + New Proposal

Keyword

Found Under: All Entities Date Search Scope: Select a date type From: To: Clear Dates

☐ Include all child entities under my selection

Process Type: All Processes Current Step Name: All Current Steps

My Role: All My Roles

Proposal Status:
☐ Unlaunched (you are originator) ☒ Suspended
☐ Reviewing (you are originator) ☒ Cancelled
☒ Active ☒ Waiting
☒ Held ☐ Completed

Time Sensitivity:
☐ My Urgent Tasks ☐ My Tasks with Deadlines

Filter Proposals Cancel

Tip: If there are several proposals with the same prefix and number look for the latest proposal date under **Last Activity**:

Review the proposal. You may want to click on the highlighted areas below:

Discussion will take you to the comments area and you will be able to review participants comments.

User Tracking Help will show what has been modified or added by the proposer and participants. Choose between Show original (the old proposal), Show current (the proposal with the changes), Show current with markup (the changed proposals with the markups).

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COMM - 382 - Art For Social Media
G. 2023-2024 - Non GE - Course Modification/inactivation Proposal: 2025-2026 Catalog

Run Impact Report

Proposal Help

GENERAL CATALOG INFORMATION

****Instructions: read before beginning****

Note: For more detailed instructions, go to [Resources](#).

- Before beginning, do an [Advanced Search](#) for course being proposed in current [CI University Catalog](#) to ensure requested course number is not already in use. For step-by-step instruction, go to [Resources](#).
- If course is crosslisted, you must contact [Andrea Skinner](#) before going any further.
- For help with the curriculum icons, click on [i](#) icon in top right corner of form, next to your name.
- If course is GE/UDGE, THIS IS THE WRONG FORM**
- Import course from most current CI University Catalog by clicking on the Import icon [i](#). Make proposed changes and as you add/modify information to this proposal "Save all Changes" as you move along.

Note: information provided through this proposal is vital for the entire campus to be able to effectively implement it; thus, all fields must be completed before you approve proposal; if this does

User Tracking

User Tracking Help

Show current

Show Individual User Edits

Comments

+ Add Comment

Reply

Beatrice de Oca
5/8/2024 10:46 am

Removal of prerequisites was done in consultation with Art.

Discussion

Workflow Status

Signatures

Files

Decisions

Custom Route

Crosslistings

Proposal Lookup

Workflow Status will show who is reviewing the proposal at this moment. Click on the Workflow Status icon and check the proposal history. The example below shows the proposal approved by the Originator, Program Chair and Behavioral & Social Sciences Local Curriculum Committee = Status: Approved and it is now with waiting for the Dean = Status: Working.

COMM - 382 - Art For Social Media
G. 2023-2024 - Non GE - Course Modification/inactivation Proposal: 2025-2026 Catalog

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Note: information provided through this proposal is vital for the entire campus to be able to effectively implement it; thus, all fields must be completed before you approve proposal; if this does not happen, be aware proposal may be returned to you for completion from any step in approval process, before it's allowed to move forward

Workflow Status

Originator Approved

Participants

Nien Tsu Chen | 4/23/2024 10:13 AM

Step Details

Program Chair Approved

Participants

Jacob Jenkins | 4/24/2024 4:13 PM

Step Details

Behavioral & Social Sciences Local Curriculum Committee Approved

Participants

Behavioral & Social Sciences Local Curriculum Committee

Monica Pereira * | 5/8/2024 11:07 AM

Beatrice de Oca * | 5/8/2024 10:46 AM

Step Details

Dean Working

Participants

Philip Hampton

Step Details

Walk Me Through

Discussion

Workflow Status

Signatures

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Proposal Lookup

Files will show if a file/document has been added to the proposal (syllabus, budget, and flowchart). Click on Files icon to see the files added to the proposal.

The screenshot shows the 'Proposals' section of the Modern Campus Curriculum system. The main content area displays the proposal for 'COMM - 382 - Art For Social Media' for the 2023-2024 catalog. It includes a 'Run Impact Report' button and a 'Proposal Help' dropdown. The 'GENERAL CATALOG INFORMATION' section is expanded, showing instructions for users. The right sidebar contains a vertical menu with icons for Discussion, Workflow Status, Signatures, Files (highlighted with a red box), Decisions, Custom Route, Crosslistings, and Proposal Lookup. The 'Upload File' section shows 'No file chosen' and an 'Upload' button. The 'Attached Files' section states 'There are no attached files' and includes a 'Show File Markup' button.

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COMM - 382 - Art For Social Media
G. 2023-2024 - Non GE - Course Modification/inactivation Proposal: 2025-2026 Catalog

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- For help with the curriculog icons, click on [i](#) icon in top right corner of form, next to your name.
- If course is GE/UDGE, THIS IS THE WRONG FORM**
- Import course from most current CI University Catalog by clicking on the Import icon . Make proposed changes and as you add/modify information to this proposal "Save all Changes" as you move along.

Note: information provided through this proposal is vital for the entire campus to be able to

Upload File
File Choose File No file chosen
Upload

Attached Files
There are no attached files.
Show File Markup

Discussion
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Crosslistings will show you the crosslisted information. You can check the status of the crosslisted courses, click on Crosslistings icon and click on the course links to review the proposals. The proposal link with the star next to is the primary proposal and it is the one that allows editing.

The screenshot shows the 'Crosslisting' section of the Modern Campus Curriculum system. The main content area displays the crosslisting for 'AFS - 204 - Introduction To African Drumming'. It includes a 'View Primary Proposal' button and a 'Run Impact Report' button. The 'GENERAL CATALOG INFORMATION' section is expanded, showing instructions for users. The right sidebar contains a vertical menu with icons for Discussion, Workflow Status, Signatures, Files, Decisions, Custom Route, Crosslistings (highlighted with a red box), and Proposal Lookup. The 'Crosslisting' section shows the primary proposal (PAMU - 204 - Introduction To African Drumming) and the crosslisted proposal (AFS - 204 - Introduction To African Drumming).

Crosslisted Proposal AFS - 204 - Introduction To African Drumming
D. 2021-2022 Course Modification/Inactivation: 2022-2023 Catalog

View Primary Proposal Run Impact Report
Proposal Help

GENERAL CATALOG INFORMATION

****Instructions: read before beginning****

Note: For more detailed instructions, go to [Resources](#).

- Before beginning, do an [Advanced Search](#) for this course in current CI Catalog. Doing so should yield useful information, such as: any cross listings, requisites, programs it's found in, and GE/Graduation Requirements met by it, which will be needed to complete this form. For step-by-step instruction, go to [Resources](#).
- If course is cross listed, you must contact [Andrea Skinner](#) before going any further.
- Import curriculum data from current Catalog by clicking on icon in top left corner of left-hand column of form. Then, click "Save." Curriculog will generate a comment showing all fields that were imported, but no further action is required for this step.

Crosslisting
This proposal is associated with the crosslisted proposals below.

- ★ PAMU - 204 - Introduction To African Drumming
- AFS - 204 - Introduction To African Drumming

Discussion
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