

CS - 4285 - Best Practices in Software Development

03. UG Archive/Delete OR Reactivate a Course

Due Dates and Resources

Deadlines for curriculum can be found:

[Curriculum](#)
[SharePoint](#)
[Curriculum](#)
[Website](#)
[Procedural](#)
[Calendar](#)

On your
Curriculog
dashboard under
'My Upcoming
Events'

In order to meet the deadline, this proposal must be on the *Associate Dean* step on or before the due date.

Please Note: While this change is considered a nonsubstantive change, it is governed by the catalog due dates. Additionally, due to the inclusion of impacted programs and courses, this form should follow the substantive curriculum due dates.

Resources for curriculum can be found:

Originator How-To
Guide
[Curriculum](#)
[SharePoint](#)

This form **SHOULD** be used for the following:

Archiving or deleting an undergraduate course
Reactivating an undergraduate archived course

This form **SHOULD NOT** be used for the following:

Archiving or deleting a graduate course
Any other curriculum modification not related to the archiving or deletion or reactivation of an undergraduate course

Directions for Form

General Instructions and Information

You may collapse individual sections of this form by clicking the arrow or "V" icon to the right of the section title.

All fields that are marked with an asterisk (*) are required.

Each section may have additional directions attached. Please follow instructions. Proposals that are incomplete or filled out incorrectly will be returned to the originator.

**INSTRUCTIONS
FOR ARCHIVING
OR DELETING A
COURSE**

Import the course
you wish to
archive/delete
Fill out Part I of
the form
Fill out Part III of
the form

**Note:
after
running
impact
report,
make
sure
all
impacted
departments
and
college/schools
are
listed
in
Part
I.**

LAUNCH the
proposal
Approve the
proposal

Use
the
checkmark
icon
on
the
right
of the
screen

**INSTRUCTIONS
FOR
REACTIVATING
AN ARCHIVED
COURSE**

Import the course
you wish to
reactivate

**Note:
Part
II will
populate
with
the
import
and
does
not
need
changed.**

Fill out Part I of
the form

**Note:
for
the
special
designation
information,
select
"None".
Courses
that
are
archived
lose
any
prior
special
designations
they
held.**

screen
to

approve
the
proposal.

LAUNCH the
Proposal

Note:
reactivations
skip
Part
III
and
Part
IV

Important Note:
Courses that have a
special designation(s) at
the time of archiving will
lose that designation. If
the course is reactivated
in the future, it can
reapply for the special
designation(s) at that
time.

Approve the
proposal

Use
the
checkmark
icon
on
the
right
of the
screen
to
approve
the
proposal.

**Important Note: This
form will ONLY
reactivate the course.
It will not allow you to
make ANY changes to
the course including
submission for special
designations. You will
need to fill out the
appropriate
modification form for
any type of
modifications you
wish to make to the
course and mark this
proposal as a related
proposal.**

Part I: Department and Originator Information (Fill out BEFORE launching the proposal)

Name of Proposal Originator:* Steve Beaty

Email of Proposal Originator:* beatys@msudenver.edu

College/School(s):* College of Health and Applied Sciences

Departments:* Department of Computer Sciences

Choose Action:* Archive
 Delete
 Reactivate

Justification and Resource Implication Narrative:* We haven't taught this for many years and its removal has no resource implications.

Related Curriculum Proposals:* N/A

Special Designation Identification

Please select any designations that this course holds. All special designations will be removed from a course that is archived or deleted. If the course is archived and later reactivated, the course will need to reapply for special designation(s).

If you are unsure what designation(s) this course holds, please consult the course description in the [current catalog](#).

Please check any of the below designation that this course carries:*

- General Studies
- Multicultural Education
- GT Pathways
- Senior Experience
- Service Learning
- None

Please confirm that:* I, the originator, understand that a course must be removed from all locations it is listed in the catalog via curriculum proposals before it can be archived or deleted. I, the originator, have included ALL impacted college/schools and departments in this proposal. I understand that if a department is NOT included that should be, I will have to recreate my proposal.

Part II: Course Information

Prefix:*

CS

Course Number:* 4285

Course Title:* Best Practices in Software Development

Transcript/Banner Course Title:* Best Prac in Softwre Develpmnt

Description:* This course exposes the student to current best practices and emerging methodologies in software engineering and software product development. Topics are chosen to reflect the current state of the care and practice. (A typical set of such topics includes: software architecture as a discipline, design patterns, eXtreme Programming, recent technology in security, and aspect-oriented programming.)

Crosslisted Course(s):

GT Pathways:

General Studies:

University Requirements:

Any special designations currently held by the course (General Studies, Service Learning, Senior Experience, Multicultural) will be automatically removed upon archive or deletion of the course.

Part III: Course and Program Impact

Run an impact report by clicking on the impact report icon at the top of this page. Run the impact report against the current undergraduate catalog and the curriculum database. Copy and paste the results below.

Impact Report Results:

Impact Report for CS 4285.

Source: 2022-2023 Undergraduate Catalog			
Programs	Advanced Software Engineering Techniques Certificate [INACTIVE]		

Based on the impact report above, please list **ALL** courses that are impacted by the archive/deletion.

Courses Impacted:

Based on the impact report above, please list **ALL** programs that are impacted by the archive/deletion.

Programs Impacted:

Part IV: Outside Department Impact Approval

Reminder: please list ALL departments and College/Schools that are impacted by this archive/deletion INCLUDING YOUR DEPARTMENT AND COLLEGE/SCHOOL in the below fields.

If this field is not correctly filled out with all applicable departments, the proposal will be returned to the originator.

Department Name:

Once the impact reports are compiled above, please utilize this information to seek support and request modifications (as needed) from impacted departments that can be indicated below. If additional fields are required, please attach as additional documentation using the paperclip icon on the right of the page.

Impact: Course
 Program

Indicate Action: Remove
 Replace

If replace was selected, please indicate course to use as replacement:

Any additional notes from department:

Department Name:

Impact: Course
 Program

Indicate Action: Remove
 Replace

If replace was selected, please indicate course to use as replacement:

Any additional notes from department:

Department Name:

Impact: Course
 Program

Indicate Action: Remove
 Replace

If replace was selected, please indicate course to use as replacement:

Any additional notes from department:

Department Name:

Impact: Course
 Program

Indicate Action: Remove
 Replace

If replace was selected, please indicate course to use as replacement:

Any additional notes from department:

Department Name:

Impact: Course
 Program

Indicate Action: Remove
 Replace

If replace was selected, please

indicate course to use
as replacement:

Any additional notes
from department:

Academic Affairs and Registrar's Office use Only

Notes: Curriculum and Reporting Specialist added the Impact Report.

This course archive will be effective for the University 2023-2024 Undergraduate Catalog and will be removed from Banner beginning in Fall 2023.

Form Revised July 2022