

**Tucson Unified School District
COURSE PROPOSAL FORM**

Course Title: Business Operations 5,6	CIS 104 Computer Fundamentals
Initiator: Chuck McCollum	School/Department: Career & Technical Education

NATURE OF REQUEST

New Course Type - select one:	<input type="checkbox"/>	Standard credit	<input type="checkbox"/>	ELD	<input type="checkbox"/>	Honors
	<input checked="" type="checkbox"/>	Dual Credit - College	<input type="checkbox"/>	Exceptional Ed	<input type="checkbox"/>	Intervention
	<input type="checkbox"/>	CTE	<input type="checkbox"/>	GATE	<input type="checkbox"/>	Magnet

Change in Course - select one:	<input type="checkbox"/>	Change in course description	<input type="checkbox"/>	Change in title (will require a new code)
	<input type="checkbox"/>	Change in prerequisites	<input type="checkbox"/>	Change in credit distribution (will require a new code)
	<input type="checkbox"/>	Change in course length	<input type="checkbox"/>	Change in grade level
	<input type="checkbox"/>	Replacing prior course(s) _____		

COURSE DESCRIPTION

Distribution Category - select one:

<input type="checkbox"/>	Arts	<input type="checkbox"/>	Math (Algebra II)	<input type="checkbox"/>	Social Studies (American Government)
<input checked="" type="checkbox"/>	Career and Technical Education	<input type="checkbox"/>	Math (Geometry)	<input type="checkbox"/>	Social Studies (Economics)
<input type="checkbox"/>	English/Language Arts	<input type="checkbox"/>	Math (4 th Credit or higher)	<input type="checkbox"/>	Social Studies (World History/Geography)
<input type="checkbox"/>	Electives	<input type="checkbox"/>	Physical Education	<input type="checkbox"/>	World Languages
<input type="checkbox"/>	Health	<input type="checkbox"/>	Science		
<input type="checkbox"/>	Language Arts - middle school	<input type="checkbox"/>	Science (Lab Science)	<input type="checkbox"/>	Other – Please explain:
<input type="checkbox"/>	Math – middle school	<input type="checkbox"/>	Social Studies – middle school		
<input type="checkbox"/>	Math (Algebra I)	<input type="checkbox"/>	Social Studies (American & AZ History/Constitution)		

Intended grade levels:	<input type="checkbox"/> 6	<input type="checkbox"/> 7	<input type="checkbox"/> 8	<input type="checkbox"/> 9	<input type="checkbox"/> 10	<input type="checkbox"/> 11	<input checked="" type="checkbox"/> 12
------------------------	----------------------------	----------------------------	----------------------------	----------------------------	-----------------------------	-----------------------------	--

Credits: 1.0	Course length:	<input type="checkbox"/> Semester	<input checked="" type="checkbox"/> Year
--------------	----------------	-----------------------------------	--

REQUIRED DOCUMENTS

- COURSE DESCRIPTION** New/updated course description to be included in the school catalog and/or handbook.

<p>Introduction to computer information systems. Includes hardware, system software, networks, and threats posed by malicious software and web sites. Also includes the social and economic effects of information, using the Internet to do research, and productivity application software.</p>

- COURSE SYLLABUS** –essential questions, objectives, desired outcomes, assessments, timeline - time spent on each section. – See Attached
- JUSTIFICATION FOR NEW COURSE:** provide standards alignment information. This course is intended to offer high school students Pima Community College credit with a qualified instructor while satisfying high school CTE elective credit.



**Tucson Unified School District
COURSE PROPOSAL FORM**

4. **DISTRICT ADOPTIONS** identify district approved textbooks, software adoptions.

SIGNATURES:

Teacher:	/s/ Melissa Pippen – Tucson High /s/ Lucy Swift - Cholla	Date:	June 1, 2018
Principal:	/s/ Shawna Rodriguez – Tucson High /s/ Frank Armenta - Cholla	Date:	June 1, 2018
Sr. Director Curriculum Dev:	/s/ Dr. Giovanna Grijalva	Date:	June 1, 2018
Asst. Superintendent Curriculum & Instruction:	/s/ Dr. Gabriel Trujillo	Date:	June 1, 2018
Governing Board Approved	YES / NO (Circle one)	Date of GBA approval:	

****** Office Use Only ******

Old Course #(s) if applicable	New Course #(s)	Course Title:	STATE Course Subject Area
			AZ

	Initial	Date
Course information		
Course Catalog Manager (1, 2)		

