

# First Year Seminar Checklist

[Wichita.edu/fysteam](http://Wichita.edu/fysteam)

For Spring 2024 Classes:

Submit CIM course change form by October 1, 2023.

For Fall 2024 Classes:

Submit CIM course change form by March 13, 2024.

The college curriculum committees meet once or twice a month, and the general education committee meets twice a month

... Design and develop your First Year Seminar course structure and syllabus.

See [Creating an FYS: Resources](#) or [Teaching an FYS: Resources](#) and sample syllabi on [Wichita.edu/fysteam](http://Wichita.edu/fysteam)

... Send your syllabus to Brett Bruner ([brett.bruner@wichita.edu](mailto:brett.bruner@wichita.edu)) for feedback

... Complete the online Curriculum Change Form (CIM) and submit it for approval.

<https://nextcatalog.wichita.edu/courseadmin/>

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