Curriculum Change Request (CCR) Workflow

The goal of this workflow is to create a streamlined process to facilitate and capture the approval steps for curriculum changes.

Submit a Request
- [http://bearquest.baylor.edu](http://bearquest.baylor.edu)
Enter the required supporting documentation on the Details form. Supporting information requirements are outlined on the Curriculum Documents page on the Vice Provost for Undergraduate Education website: https://www.baylor.edu/vpue/index.php?id=80811
**Approvers**

Click on the link in your email notification to navigate directly to the request needing your attention.

Or you can navigate to your pending BearQuest requests by looking at My Tasks.

Request details are viewable by selecting “Curriculum Change – Details Form”. You can also view comments made by others throughout the process on the Discussion tab.
Commenters
Commenters may view the request details and add comments in the discussion tab.