

CAPA – Curriculum Committee Voting

- Go to <https://capa.uga.edu/voting> and log in with MyID and password.
- The committee(s) associated to the MyID entered will appear with the number of courses awaiting review.



CURRICULUM COMMITTEE REVIEW

College of Agricultural and Environmental Sciences – Graduate Curriculum Committee **4 courses**

- Click on the radio button next to the desired committee to view course(s). The list of course proposals will appear at the bottom of the screen.
 - If committee members have voted, the results will appear in the Approved, Denied, and/or Needs Discussion columns. Click on the number in any column to view who has voted and any comments.

College of Agricultural and Environmental Sciences – Graduate Curriculum Committee 4 courses					
Course ID	Category	Approved	Denied	Needs Discussion	Not Voted
AAEC 2580E	Course Change	0	3	0	17
ADSC 1050	Course Change	1	0	0	19
AESC 1500	Course Change	1	0	0	19
AESC 4700	Course Change	0	0	1	19

- To review and vote on a course, click on the course ID.

- This page displays the full course proposal, type of proposal, as well as committee members, their votes, and any comments.
- Types of course proposals include:
 - New Course

- Course Change - *Proposed changes will appear in blue*
- Course Deletion

COURSE ID

Current: ADSC 3920

Proposed:

ADSC(ANNU) 3920

- The voting options are listed at the bottom of the page. Click the radio button next to the desired vote. If “Deny” or “Needs discussion” is selected, a reason must be entered in the text box. Then click “Record Vote.”

COURSE APPROVAL STATUS

If the course is denied or needs discussion, please explain:

Approve

Deny

Needs discussion

Record Vote

- After the vote is recorded, a symbol indicating the vote appears beside the course ID in the “All Courses” list in the top left-hand corner of the proposal page.

[↩ Back to committee list](#)

ALL COURSES

ADSC 1050
AESC 1500
AESC 4700
AAEC 2580E

- To vote on another course, click on the course ID in the “All Courses” list or click “Back to committee list” to go back to the CAPA voting home page.
- If needed, the user can repeat the process to change their vote.
- Please contact capa@uga.edu for further assistance or questions.