

**The Application Review Process:**

- Curriculog will automatically notify your department chair and dean that you have submitted your course for a SUS Attribute. No action is needed.
- The Sustainability Attribute Committee (SAC) will review each application based on the SUS Attribute rubric developed by Environmental Initiatives Committee. The SAC consists of the director of SPARC, and a sub-committee of faculty experienced in sustainability teaching, likely members of the Faculty Senate Environmental Initiatives Committee (EIC). There will be one representative from each WSU college.
- The SAC will determine whether an existing course is approved based on fulfillment of the three [SUS Attribute criteria](#).
- Proposals will either be approved for the SUS attribute as is, returned for some additional info/modification, or denied (with a rationale for why).
- The attribution may run with the faculty for a particular course section, or for the whole course, if it is a departmental level request for all sections of a course to have the attribute.

**SUS Attribution Management:**

- Administration of the attribution will be managed by the SPARC (e.g., maintenance of a master list of courses carrying the attribution, reminders for renewal, annual reporting, and sending SUS course lists to the registrar).
- An email will be sent by the SPARC to faculty prior to each semester to verify that they want the attribution to continue for their course(s)/section(s) that semester.
- The SPARC will each fall/spring send a list of all SUS courses and associated faculty for the upcoming semester to the Registrar's office in advance of the class schedule being finalized.