

Course Proposal Form
College of Arts and Sciences



Proposer Information

Proposer _____ Email _____
Department _____ Date _____

Current Course Information

Primary Department _____ Prefix _____ Course Number _____ Credits _____
Secondary Department _____ Prefix _____ Course Number _____ Credits _____

Course Schedule Title (29 character/space limit; 26 character/space limit for special topics courses):

Catalog Title (39 character/space limit): _____

Suggested Enrollment Limit _____ Final Grades (select one): A-F Graded Pass/No Pass No Grade

Please provide justification for enrollment limit below

If final grades are pass/no pass, please provide a justification below

Please provide a brief justification for lower division/upper division designation below

Online Component (OC), replaces 20% or more of face-to-face instructor time. (If selected, see course designations below)

Catalog and Prerequisites

Catalog Description (please limit your description to 100 words)

Prerequisites _____ Corequisites _____

Please provide justification for these below

Student Learning Outcomes *(complete only if information has changed)*

Current Learning Goals:

Proposed Learning Goals:

Role of the Course

Explain the role this course plays in majors/minors/core or general curriculum

Designations**

- (IP) Course meets International Perspectives Cornerstone Requirement
- (DP) Course meets Diverse Perspectives Cornerstone Requirement
- (CE) Course meets Civic Engagement Cornerstone Requirement
- (CC) Course meets Comparative Cultural Requirement
- (FS) Course will be included in one or more Focal Studies
- (OC Blended) 20-80% of seat time is replaced with an online component
- (OC Online) greater than 80% but less than 100% of seat time is replaced with an online component
- (OC Fully Online) 100% of seat time is replaced with an online component

** IF COURSE DESIGNATIONS ARE CHOSEN, PLEASE USE THE [COURSE DESIGNATION FORM](#)

If this a cross-listed course, and the courses are not interchangeable in terms of fulfilling requirements in majors, minors, core, or prerequisites, please describe any differences.

What student work will be available for College assessment purposes?

Type of Instructional methods (check all that apply to scheduled meeting times)

Lecture Discussion Seminar Laboratory Fieldwork Online Component Other

(explain) _____

Resource Needs

Classroom/space needs _____

Equipment/Supply needs _____

Other _____

Frequency of offering _____

Staffing Requirements (number of faculty credit) _____

Does adding this course require hiring additional faculty (either adjunct or otherwise)? (select one) Y N

Approval

Department Chair _____ Date _____

School Director _____ Date _____

Curriculum Committee Chair _____ Date _____