



## Curriculum Management System

# Propose New Course

### 1. General Information

Sponsoring Department \_\_\_\_\_

College \_\_\_\_\_

Graduate Item?	Used in Teacher Prep?	Affects Core Curriculum?	Writing Intensive?
_____	_____	_____	_____

### 2. Effective Change Date

Date \_\_\_\_\_

### 3. Course Information

Subject Prefix \_\_\_\_\_

Course Number \_\_\_\_\_

Title \_\_\_\_\_

Credit Hours \_\_\_\_\_

Lecture Hours \_\_\_\_\_ *Per Week, Long Semester*

Lab Hours \_\_\_\_\_ *Per Week, Long Semester*

### 4. Identify the type(s) of instruction in this course

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Lecture         | <input type="checkbox"/> Laboratory       | <input type="checkbox"/> Lecture/Lab       |
| <input type="checkbox"/> Practicum       | <input type="checkbox"/> Seminar          | <input type="checkbox"/> Independent Study |
| <input type="checkbox"/> Private Lessons | <input type="checkbox"/> Instructional TV | <input type="checkbox"/> Thesis            |

## 5. Complete catalog description

Catalog Description:

## 6. Justification for new course

Justification:

*Where applicable, please specify any fees associated with this course:*

Course:

Lab:

Field Assignment:

Other:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Other Description:

\_\_\_\_\_

Justification for fee (if applicable):

7. Degree(s) toward which this course will be applied (comma separated):

Major area/field: \_\_\_\_\_

Support/Service: \_\_\_\_\_

8. Indication of consultation with other departments affected by proposed change

Department: \_\_\_\_\_ Date \_\_\_\_\_

Department: \_\_\_\_\_ Date \_\_\_\_\_

Department: \_\_\_\_\_ Date \_\_\_\_\_

9. If course is to be cross-listed, indicate below

Department: \_\_\_\_\_

Subject Prefix: \_\_\_\_\_

10. Expected enrollment each offering

\_\_\_\_\_

11. Expected frequency of offering (number of semesters offered per year; 1,2,3,4)

\_\_\_\_\_

12. Will the approval of this course result in a net increase in the course inventory for the department?

\_\_\_\_\_

13. Is it expected that the approval of this course will result in an increase in overall course offering per semester?

\_\_\_\_\_

14. Can the course be offered by present faculty?

\_\_\_\_\_

15. Will this course require special equipment/facilities/library materials not currently available?

\_\_\_\_\_

16. Have all departments having similar offerings been consulted?

\_\_\_\_\_