

Liberal Arts Core Course Proposal

Department: _____ Date: _____

Liberal Arts Core Category/Subcategory: _____

Course number and title: _____

Credit Hours: _____ Class size: _____

Proposed semester and year for initial offering as an LAC course: _____
(See note about *Deadlines* at the end of this form).

1. Course Catalog Description (limit to 400 characters):

2. Describe student learning goals and objectives for the course. Include course content and student learning outcomes (texts, readings, forms of assignments, methods of assessment, grading rubrics, schedule of topics/lectures, unique learning activities, etc). If this course has been previously offered, attach sample syllabi to the proposal.

3. Describe how the proposed course's student learning objectives are integral to the objectives and purposes of the LAC Category/Subcategory in which it will be located. Proposals should indicate how specific course learning goals and outcomes are linked to those for the category or subcategory. Course proposers should contact the LAC Coordinator for information about specific category or subcategory learning goals and purposes.

4. If this course is currently or is intended to be part of a major/minor program of study as a requirement or elective, include the majors/minors programs impacted and the estimated number of majors/minors served by this course.

5. If this course has a significant interdisciplinary component, or has a potential impact on other programs, consultations with other units (colleges, departments) are required before the proposal is submitted to the LACC. Careful consideration for consultation should be given to courses that may have significant content which is also offered in other departments. Include responses to those consultations to this form and list them here. Proposals submitted without appropriate consultations will be returned.

6. List all faculty who are likely to be instructors for this course or who have previously taught this course. Be sure to also include any faculty in other departments who may have an interest in offering the course.

Faculty Signature _____ Date _____

Department Head Signature _____ Date _____

College Dean Signature _____ Date _____

***Deadlines:**

Course proposals should be submitted along the following time-lines:

<u>Offering As LAC Course</u>	<u>Proposal Submission Deadline</u>
Fall semester	September 15 of the previous academic year
Spring semester	February 15 of the previous academic year
Summer semester	September 15 of the previous calendar year

Proposals submitted after these deadlines may not be approved in a timely manner to ensure their inclusion in the schedule of courses as an LAC course.

Rev. 10/19/01

Rev. 1/17/02

Rev. 1/22/10