

**UNDERGRADUATE CURRICULUM COMMITTEE  
NEW COURSE PROPOSAL FORM**

**Is the course being proposed for the Liberal Learning Core? Yes \_\_\_\_\_ No \_\_\_\_\_**

1. Title of Course:

Proposed Course Number (cleared with Registrar):

Prerequisite Courses:

If the minimum acceptable grade in a prerequisite course is greater than the default of D-, indicate the grade required \_\_\_\_\_ and state the reason for requiring this minimum grade (consider consistency across the department):

Catalogue Description (including credits, lecture, and lab hours):

Is the course cross-listed? If so, what is the number of the other course?

**\*\*A proposed syllabus, including complete text and/or reference information, as well as any relevant information to this decision, must be appended.**

**NOTE: All affected department chairs must sign approval on last page.**

2. For whom is the course primarily intended? Explain why it should be added to the curriculum.

3. If this course is required, append a description of how the course fits into the curriculum. Indicate how it affects hours required for graduation.

4. Has this course been offered previously as a special topics course? If so, when? What course number was used?

5. Has this course, or one closely related to it, been offered at CNU previously? If so, is that course currently being offered? How does the proposed course differ? When is the last term the old course will be offered?

6. What is the anticipated enrollment per offering for the next three years? \_\_\_\_

During which term will this course first be offered?

Fall 20\_\_          Spring 20\_\_          Summer 20\_\_

During which semesters will this course regularly be offered?

Fall 20\_\_          Spring 20\_\_          Summer 20\_\_

Print in the \_\_\_\_\_ (academic year) Undergraduate Catalog.

7. How will the course be staffed?

8. Does the course involve a particular classroom, special equipment, or costs beyond those usually associated with a course at CNU? If so, please explain.
  
9. Is the course repeatable for additional credit? If so, is there a limit to the number of times the course can be repeated? (e.g., applied music courses)
  
10. If this course is for an Area of Inquiry
  - a. Identify the Area of Inquiry \_\_\_\_\_
  
  - b. Demonstrate how your course will meet the objectives of this Area of Inquiry

This course was approved by:

**(Liberal learning core courses must be reviewed by BOTH academic Deans.)**      *Concur*      *Do Not Concur\*\**

Department(s): (1) \_\_\_\_\_ Date: \_\_\_\_\_

(2) \_\_\_\_\_ Date: \_\_\_\_\_

Liberal Learning Council: \_\_\_\_\_ Date: \_\_\_\_\_

CLAS Curriculum Committee: \_\_\_\_\_ Date: \_\_\_\_\_

LSoB Curriculum Committee: \_\_\_\_\_ Date: \_\_\_\_\_

Dean: \_\_\_\_\_ Date: \_\_\_\_\_

Dean: \_\_\_\_\_ Date: \_\_\_\_\_

Undergraduate Curriculum Committee: \_\_\_\_\_ Date: \_\_\_\_\_

*Changes to the Liberal Learning requirements must be reviewed by the Faculty Senate.*

Faculty Senate President: \_\_\_\_\_ Date: \_\_\_\_\_

Provost \_\_\_\_\_ Date: \_\_\_\_\_

Distribution by Provost Office following approval:  
 Department Chair(s), UCC Chair, Deans, Registrar

*\*\* If "Do Not Concur" is checked, please attach a statement of explanation.*