

Texas A&M University-Corpus Christi

College of Liberal Arts

PROPOSAL FOR NEW COURSE

Author of Course Proposal: _____

Course Instructor: _____

Please indicate: Topics course: _____ Seminar: _____ New course/course #: _____

Credit Hours: _____ Semester: _____ Year: _____

Course Title: _____

1. Please provide the following information and material. The material should be carefully prepared.
 - a. A brief description of the proposed course, appropriate for catalog copy:

(ENTER HERE)

- b. A tentative syllabus that includes:
 - ☐ a statement of course goals
 - ☐ texts/materials required of students
 - ☐ course assignments (e.g. exams, papers, projects)
 - ☐ grade structure (weighting of course assignments and determination of letter grade)
 - ☐ a proposed schedule for the semester
 - ☐ advising statement

2. Please indicate the following:

- a. What body and/or range of students is this course intended to serve?
 - b. What degree (or certification) requirements will the course fulfill?
 - c. With what frequency do you expect to offer this course?
 - d. How/where does this course fit in with your current degree requirements?
 - e. Does this course overlap in any way with a course in another discipline?

3. What, in your estimation, might be the potential enrollment? Upon what is your estimate based?

4. Are present library and/or other university resources adequate to support this course?

5. Has this proposal been discussed with the rest of the faculty in the program?

6. Are there any further comments you would like to add? (Attach sheet if necessary.)

Department Chair Approval of Attached Course Proposal:

Signature of Chair: _____

Date: _____

Committee Action: Approve: _____ Reject: _____ More information requested:
Date: _____

Dean's Signature: _____

Date: _____