

Revised Course Proposal

I. Course to be revised:

Course # _____ Title _____ # of credits _____

II. Course Descriptions: Old and New - including statement of prerequisites and when offered (Please provide catalog copy approximately 50 words or less)

Prerequisites/
Corequisites

III. Syllabus (to be attached) listing the following:

- A. Course number, title, catalog description
- B. Indication delivery method (online, face-to-face) and any relevant methods of instruction; i.e. lecture, discussion, demonstration, lab, etc. (if possible)
- C. Course outcomes, applicable program outcomes, Gen Ed outcomes (if applicable).
- D. Brief listing of resource materials and required or suggested textbooks
- E. Course assignments and assessments: Include descriptions of the course assignments, how grades will be(calculated (e.g., what percentage of the final grade they represent), and how they are linked to the course outcomes.
- F. Outline of course (if possible a day-by-day, week-by-week outline indicating material to be treated).
- G. Optional information. You may wish to include with the above required information any or all of the following information typically found on Wittenberg syllabi.
 - i. Grading scale
 - ii. Statement on the expectation of attendance, participation, out-of-class work.
 - iii. Course policies
 - iv. Statement on academic integrity, the honor code
 - v. Statement on accessibility and ADA accommodation
 - vi. Information about relevant support services available to students
 - vii. Grading rubrics

V. Feasibility

A. Does the department currently have sufficient faculty resources to staff the course?

Yes Full-time Part-time

No

B. Will this course involve an additional preparation for the faculty member assigned to it, or does it replace a course for which the faculty member is currently responsible?

C. Does the department currently have sufficient facilities, library materials, equipment, etc. available to offer the proposed course?

Yes No

Explanation:

D. When will the course first be offered?

Fall Spring Summer

Year: _____

How often will the course be taught?

Yearly, fall and/or spring semester

Yearly, fall semester only

Yearly, spring semester only

Alternate years

Summer

Other? _____

- E. Was consultation with the entire department conducted, and was department approval given for the revised course?