New Course Proposal

Please note that any information put into this form will not be saved until one of the save options is chosen at the bottom of the form.

Banner Status
- Active
- Inactive

Open on EDIT only
- Only ACTIVE courses currently in data

Admin Update
- Yes
- No

General Course Characteristics

Who should the curriculum committees contact with any questions about the course or course syllabus?

Name: ________________________ E-mail: ________________________

Subject code ________________________ Course number ________________________

Is this a 400-/500-level course?
- Yes
- No

Course title ________________________

Number of credits ________________________

Can the course be repeated for credit?
- Yes
- No

Maximum number of times the course may be repeated for credit after the initial instance ________________________

Maximum number of credits that may be earned in total ________________________

Under what conditions can this course be repeated?

Catalog Description

45 words remaining

Instructional Format(s)
- Lecture
- Laboratory
- Activity (e.g., Physical Education, Dance, Studio)
- Experiential/Cooperative Ed
- Online Only
- Video-Based Distance Learning

Is this a "topics" course? (A topics course is a repeatable course whose specific topic changes under one overarching subject. A subtitle identifies the focus of the course for a given term.)
- Yes
- No

Indicate a range of possible topics

Describe common subject matter or approach which holds these topics together
<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
</table>

### Does this course have prerequisites

- [ ] Yes
- [ ] No

**Prerequisites**

- Open when `has_prereqs = Yes`

### Is this course part of a SEQUENCE?

- [ ] Yes
- [ ] No

Text in italics is Help Bubble Text for "sequence"

### Is this course part of a SERIES?

- [ ] Yes
- [ ] No

Text in italics is Help Bubble Text for "series"

**Open when `series = Yes`**

### List other courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
</table>

This is Help Bubble Text for "series_membs"

### Please indicate any enrollment restrictions

Will your course be restricted by major/minor, class level, or college? Type the restriction name into the search field and click on "Find Restriction." You may use an asterisk (*) as a wildcard in the search field.

- Freshman ONLY
- NO Freshman
- NO Senior
- Arts & Sciences, College of ONLY
- Education, College of ONLY
- Journalism and Communication ONLY

Other:

This text is Help Bubble Text for "restrictions" - Manageable in CIM Help Bubbles

The data for restrictions is Manageable in CIM Course Restrictions Management (from Courseleaf Console). Any restriction with a rank < 3 will be displayed on page - all others hidden until searched for.

### What grading options do you want available for this course?

Grading options for BOTH Non-Majors and Majors are controlled by a SINGLE entry in CIM Codes - Edit "grade_mode" to affect both of these fields

**For non-majors**

- [ ] Optional (Graded or P/N)
- [ ] Graded Only
- [ ] Pass/No Pass Only

**For majors**

- [ ] Optional (Graded or P/N)
- [ ] Graded Only
- [ ] Pass/No Pass Only

### Effective Term

**Fall 2017**

Course proposals approved by the University of Oregon Committee on Courses (UOCC) and the University Senate are effective the following fall term, unless an earlier term is selected. Click here for specific school/college curriculum deadlines. [http://committees.uoregon.edu/node/459](http://committees.uoregon.edu/node/459)

If requesting a start term other than fall, please provide rationale.

- Open when `eff_term RANK is NOT 0`
Special Curricular Status (Undergraduate Courses)

**Are you requesting that the course count toward a general education group requirement?**

- Yes
- No

**General Education Group**

- Arts & Letters
- Social Science
- Science

Group-satisfying courses at the lower division must be offered annually; upper division courses at least every other year. For group criteria, visit Curriculum Resources linked to [http://committees.uoregon.edu/node/10](http://committees.uoregon.edu/node/10).

Please describe HOW this course has been designed to fulfill the criteria of the general education requirement(s) selected.

**Are you requesting that the course count toward the multicultural requirement?**

- Yes
- No

**Multicultural Group**

- American Cultures
- Identity, Pluralism, & Tolerance
- International Cultures

For multicultural category criteria, visit Curriculum Resources linked to [http://committees.uoregon.edu/node/10](http://committees.uoregon.edu/node/10).

Please describe HOW this course has been designed to fulfill the criteria of the multicultural category selected.

**Expanded course description**

[Dropdown for selecting format options]

**Are you requesting that the course bear an Honors (“H”) designation on the transcript?**

- Yes
- No

Open when honors = Yes

Please describe HOW this course meets the standards for an honors designation.
Are you requesting that the course count toward the Foreign Language requirement for the BA degree?

☐ Yes  ☐ No

Open when ba_fl_req = Yes

Please describe HOW this course meets the foreign language requirement for a B.A.

Are you requesting that the course count toward the Math/Computer Science requirement for the BS degree?

☐ Yes  ☐ No

Open when ba_fl_req = Yes OR bs_mathcomp = Yes

Please describe HOW this course meets the math-computer science requirement for a B.S.

Rationale for Course

Has this course been offered before? (e.g., as an experimental course)

☐ Yes  ☐ No

Open when prev_offer = Yes

Please list previous subject code, course number and course title

Most recent term taught

Ex: Spring 2000

What is the rationale for creating this course?


How does it fit into the curriculum of its sponsoring department and/or other programs to which it belongs?


Is this course connected to any other curricular changes in process?

☐ Yes  ☐ No

Concurrent curricular changes (i.e. other courses or degree programs currently being proposed, changed, or dropped)

Open when concurrent_prog = Yes
Student Engagement

University policy defines one undergraduate credit hour as approximately 30 real hours of student work (both in class meetings and outside of class) per term. One graduate credit hour denotes 40 hours of work per term. Graduate students in 400-/500-level courses are therefore expected to perform roughly a third more work than their undergraduate counterparts; grading them more stringently is not sufficient. Law courses require 56 hours per credit per 14-week semester.

Student Engagement Inventory

The Student Engagement Inventory (SEI) below is checked against the syllabus to ensure that the number of credit hours requested corresponds to the student workload described in the syllabus. To complete the SEI, instructors should estimate the number of hours a typical student is expected to spend per term on various activities, including attending class. For each applicable activity, indicate the total expected hours and briefly justify your time estimate in the space provided. For reading and writing assignments, include the number of required pages in your justification. Be specific about the additional work required of graduate students in 500-level courses. Also be aware that under the GTFF Collective Bargaining Agreement, requiring graduate students in 500-level courses to lead discussion sessions, lecture for the instructor, lead group projects, or take responsibility for undergraduate students' learning experiences is not acceptable unless the course itself is a pedagogy course. For credit hour and student workload policies, visit Curriculum Resources [http://committees.uoregon.edu/node/10](http://committees.uoregon.edu/node/10). (For in-class sessions, 50-min. sessions = 1 hour, 80-min. sessions = 1.5 hours)

**EXAMPLE** for a 4-credit upper division undergraduate course that meets 3 hours per week.

<table>
<thead>
<tr>
<th>Educational Format or Activity</th>
<th>UG Hours</th>
<th>Explanation/Justification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lecture (Note: 50-minute session=1 hour; 80-minute session=1.5 hours)</td>
<td>30</td>
<td>20 lectures @ 1.5 hrs</td>
</tr>
<tr>
<td>Discussion sections</td>
<td>10</td>
<td>1 hr/week in discussion section</td>
</tr>
<tr>
<td>Assigned readings</td>
<td>50</td>
<td>~100 pages (approx. 5 hrs) per week</td>
</tr>
<tr>
<td>Writing assignments</td>
<td>30</td>
<td>3 hrs/week on homework</td>
</tr>
<tr>
<td>TOTAL HOURS</td>
<td>120</td>
<td></td>
</tr>
</tbody>
</table>

Student Learning Outcomes

Learning Outcomes: What are the skills, abilities, or major concepts a student is expected to acquire in this course? If multiple instructors will teach the course, consider which objectives are likely to be common to each instance.

| Learning Outcome |
Other

Is there anything else you would like the reviewers to know?

Departmental Sponsorship

Is this a multilisted course? (For multi-listed criteria, visit Curriculum Resources [http://committees.uoregon.edu/node/10])

- [ ] Yes
- [ ] No

Subject Codes:

Select...

Open when crosslisted HAS VALUE

Document your due diligence in consulting with other department heads, or faculty curriculum coordinators if multilisting is potentially an issue. Attach relevant emails.

Provide documentation of your multilisting agreements with other departments. Attach relevant documents (i.e. memo of understanding, e-mails).

Uploaded Files:

Files To Be Uploaded:

Above text is Help Bubble Text for "overlap"

Document your due diligence in consulting with other department heads, or faculty curriculum coordinators if overlap is potentially an issue. Supporting documents or e-mails may be attached below. If a proposed course has the potential to overlap with an existing course in another unit, or with any future course that might traditionally belong in another unit, the proposing unit will need to provide formal confirmation that the other unit has been consulted and asked for feedback. This communication is intended to foster cooperation and collegiality among units.
What is the expected enrollment of the course when offered?

What faculty are available to teach this course? (list by name.)

What other resources (e.g., GTFs, technology support) are needed to sustain it at the expected enrollment(s) and in the expected format(s)?

The department agrees to offer lower division group-satisfying courses annually and upper division group-satisfying courses at least every other year.

Yes  No

Syllabus and other supporting documents

Uploading your syllabus:

Please upload your syllabus in PDF form here.

You are free to construct a syllabus that is appropriate for your field and that suits your pedagogical style, but you should adhere to the checklist provided. Remember that your syllabus will be evaluated by reviewers who are non-specialists.

Other required documents (e.g. letters of support) may also be uploaded here.

Department

College

Uploaded Files:

Files To Be Uploaded: