

Course Proposal Form

Department *

Course Title *

Course Number *

Instructor *

First Name

Last Name

Type of Course *

New Course

Revised Course

Semester/Term *

Spring

Summer

Fall

Frequency of Offering *

Every Fall

Every Spring

Every Year

Occasionally

One-time Offering

Course Description and Objectives

Please complete the sections below using complete sentences.

Course Description for Catalog (Attach Additional Pages if needed.) *

What are the learning outcomes/objectives for the course? *

How will you assess each of the learning outcomes/objectives listed above? *

For New Courses or Revised Substantially

Intellectual rationale for the course: *

Where will this be placed in the College's general curriculum? *

Where will this be placed in the department/program major? *

Are there similar or substantially overlapping courses already offered in Claremont? If so, please describe the need for the proposed course and its relationship to other CC offerings? *

Which existing course will the proposed course alternate with or be replaced by? *

Will this course fulfill one of the following: *

Gender/Women's Studies

Race and Ethnic Studies

Other GE Requirement

No, the course will not fulfill a GE requirement.

If "Race and Ethnic Studies" is selected, please provide a statement of how it "assesses the systematic discrimination and exploitation of African Americans, Latino Americans, Native Americans, Asian Americans, and Arab Americans that have figured so critically in the history of this country." **Please include a syllabus at the end of this form *

If "other" is selected above, please report the GE area:

Does the library have adequate resources to support this new course? *

Yes

No

If no, then you must contact the library staff to assess available resources for the proposed course. Name the library staff member below. *

If the course is a cross-listing, indicate the other departments what should be listed with the course: *

Course Credit *

1.0 course

0.5 course

Grading *

Letter Grade

Pass/Fail

Special Course Fee (e.g., Studio Art Courses) *

Prerequisite Course(s) *

Co-requisite Courses *

Is the course repeatable for credit? *

Yes

No

If yes, how many times? *

Approval Documents

Please include supporting documentation from the Department Chair such as, a Statement of Approval, attached with this form. E-mail is acceptable.

Signatures

Instructor Name

First Name

Last Name

Instructor Signature

Department Chair Signature

Chair of Gender and Women's Studies Signature

Chair of Race and Ethnic Studies Signature

Chair of Cross Listing Dept. Signature

Core Director Signature
