

Information for Review

Please provide the following information in narrative format. Substantive responses to all criteria are required. Although not required, a draft syllabus can also be helpful to the committee in understanding the details of the proposed course.

General Course Information

1. Provide a general description of the course explaining the need for the course, its goals, and its overall structure. This is the most important part of the application and should offer a good sense of what students will experience by taking this class.
2. Based on what types of student work (e.g., tests, papers, performance, etc.) will grades be determined?
3. Provide a course content outline containing all major topics plus a brief description of the material to be covered under each major topic heading.
4. List required texts or other required references.
5. Describe how the success of the course will be evaluated?

Level of Offering

6. Has the course been offered previously under 280 or 480? If so, when? Under what number? What was the enrollment? What level of students took the course?
7. Justify the level of course offering.

Relationship to other Courses, Curricula, and Departments

8. Does this course build on or interrelate with other courses in your curriculum or related curricula? If so, which ones?
9. Do the topics in the proposed course duplicate or reiterate those in other courses in this or any other department? If so, how do the coverage and educational experience differ and how is this duplication or reiteration justified? Also, what liaison (which is expected in cases of apparent overlap) has been conducted with other departments? Report reactions, both favorable and unfavorable.
10. Is the instructor a member of the regular faculty (i.e., tenured or tenure-line)? If no, please describe the instructor's qualifications, attach a Vita, and provide a separate letter of support, signed by the department head (or appropriate unit director), addressing the instructor's qualifications to teach this course.

Students Served

11. Does the proposed course serve majors only? Non-majors only? Both majors and non-majors? State areas or disciplines to be served and indicate what specific efforts will be made to make the course material relevant to all disciplines served.
12. What is the anticipated enrollment? Please state any enrollment cap and explain the reason for the cap.

Resources

13. What additional resources, if any, will be required to offer this course? Please explain.
14. What existing information resources -- print (books, journals, documents), audiovisual (videos, DVDs, CDs or other), and/or electronic (e-books, databases, electronic journals and web sites) -- provided by the MSU Libraries will be used by students in this course? Provide examples as well as descriptive information. If additional information resources are necessary, please discuss those acquisitions with the library at least three months prior to the beginning of the semester in which this course will be taught.

Other Supporting Material

15. Include any additional information you feel is needed to support this request.
16. Our vision document asserts that, between 2004 and 2009, MSU's academic offerings will be increasingly interdisciplinary. The goal is for fifty percent or more of all new courses, options, and degree programs to have an interdisciplinary basis. If this proposed course has a significant interdisciplinary component, please explain briefly. Otherwise, indicate n/a.