



NEW COURSE PROPOSAL FORM

CHANGE RECORDED IN REGISTRAR'S OFFICE: INITIAL / DATE EFFECTIVE SEMESTER DATE

APPROVED CATALOG NUMBER: (BY REGISTRAR'S OFFICE)

1. DEPARTMENT/DISCIPLINE: Special Education and Counseling DEPARTMENT: CODE: LEVEL OF NEW COURSE: FRESHMAN SOPHOMORE JUNIOR SENIOR GRADUATE

FULL TITLE:

FULL TITLE ABBREVIATION: (TITLE AS IT WILL APPEAR IN COURSE CATALOG FILE AND MASTER SCHEDULE)

REQUESTED CATALOG NUMBER:

DOES COURSE CARRY MORE THAN ONE TITLE, ALPHA, AND NUMBER? YES NO

IF YES, WHAT NUMBER(S) TITLE(S)

2. A. COURSE TYPE/LEVEL: GENERAL EDUCATION REQUIREMENT MAJOR GE ELECTIVE ELECTIVE NON-WESTERN DIRECTED-ELECTIVE

B. GRADING (CIRCLE ONE): A - F PASS/FAIL ONLY

3. REPEATABLE FOR CREDIT TIMES.

4. MODE OF INSTRUCTION AND HOURS DEVOTED TO EACH MODE: (NOTE: MODES CAN BE SINGLE OR MULTIPLE. SEE PAGE 4 FOR INSTRUCTIONAL MODES).

A. DEGREE CREDIT AND/OR CONTINUING EDUCATION (C.E.U.)

Table with 6 columns: MODES (CHECK), HOURS (INSERT), MODE TITLES, MODES (CHECK), HOURS (INSERT), MODE TITLES. Rows include LECTURE, SCIENCE LAB, LECTURE & LAB, STUDIO ART, PRACTICUM/INTERN, FIELD WORK, CLINIC EXPERIENCE, THEATRE ART, INDIVIDUAL MUSIC, GROUP MUSIC, HONORS, OTHER (SPECIFY).

5. PREREQUISITES: (INCLUDE ONLY THE MOST IMMEDIATE PREREQUISITES)

6. COURSE BEING REPLACED BY NEW COURSE: (NOTE: "COURSE CHANGE" PROPOSAL FORM MUST BE SUBMITTED IN ORDER TO OFFICIALLY DROP THE COURSE STATED BELOW)

TITLE: _____ CATALOG NUMBER: _____

7. DESCRIPTION OF NEW COURSE: _____

8. REASON FOR IMPLEMENTATION OF NEW COURSE: (WHAT FACTORS INDICATE STUDENT DEMAND?):

NEW TRACK (NAME): _____

NEW PROGRAM (NAME): _____

REPLACEMENT OF "DROPPED" MAJOR COURSE (TITLE): _____

ADDITIONAL TO MAJOR: _____

HOW IS CHANGE TO BE ADDRESSED IN MAJOR REQUIREMENTS? _____

ARE OTHER SIMILAR COURSES OFFERED IN OTHER PROGRAMS AT UNIVERSITY, AND IF SO, INDICATE HOW THE NEW COURSE DIFFERS FROM EXISTING COURSES: _____

OTHER:

9. STUDENT LEARNING OUTCOMES: _____

10. EFFECT OF IMPLEMENTATION ON AUTHORIZED PROGRAM: _____

11. LIST EXISTING FACULTY AVAILABLE TO TEACH COURSE:

NAME OF FACULTY MEMBER:

QUALIFICATIONS FOR TEACHING NEW COURSE:

_____	_____
_____	_____
_____	_____

12. ESTIMATE LIBRARY NEEDS AND COSTS: (LIST LIBRARY PURCHASES TO BE MADE):

13. ENROLLMENT FORECASTS: ___FIRST YEAR SECOND YEAR _____THIRD YEAR

14. PROPOSED FREQUENCY IN SCHEDULE: _____ FALL ___SPRING ___BOTH ___CYCLE

15. SYLLABUS MUST BE ATTACHED TO THIS FORM.

APPROVALS:

DEPARTMENT CURRICULUM COMMITTEE/CHAIR

DATE

COLLEGE CURRICULUM COMMITTEE

DATE

COLLEGE DEAN

DATE

PROVOST/EXECUTIVE VICE PRESEIDENT

DATE

EFFECTIVE SEMESTER DATE

1. **LECTURE:** A course in which a teacher discourses on a specific topic to an audience of 10 to 500 or more students.
2. **SCIENCE LAB:** A course in which there is a supervised environment for groups of 10 to 30 students where the students can learn experimental techniques, develop skills, and, by means of appropriate experiments, reinforce theoretical concepts which have been presented in lecture classes.
3. **STUDIO ART:** An art course in which there is a supervised environment for groups of 10 to 20 students where the students can develop manual and artistic skills.
4. **PRACTICUM:** A course which is devoted to observation and assisting the regular teacher; while devoting a small portion of time to some practice teaching.
5. **INTERNSHIP:** A course in which the agency provides the environment and general supervision of the student in a specialized technical area. The faculty member serves as an educational consultant, and reviews with the students, on an ongoing basis, the relation of the field experiences to the context of the educational programs's objectives.
6. **CLINIC EXPERIENCE:** A course in which the faculty member (generally in an off-campus facility under the control of an external agency) supervises, coordinates, and instructs the students in the development of special skills and professional relationships.
7. **THEATRE ART:** A theatre course in which there is a supervised environment for groups of 10 to 20 students where the students, can develop manual and artistic skills.
8. **INDIVIDUAL MUSIC:** A course in which a one to one relation exists between student and teacher in direct instruction for developing student skills with voice or a particular instrument.
9. **GROUP MUSIC:** A course in which a group relationship exists between students and teacher in direct instruction for developing student skills with voice or a particular instrument..
10. **FIELD WORK:** A course in which the agency provides the supervision and direct instruction of the student. The faculty member serves in a consultant and coordinating role in working with the agency, but has virtually no contact with the student.
11. **MAJOR PHYSICAL ED:** A course which is a required course for the training of physical education teachers.
12. **NON MAJOR PHYSICAL EDUCATION:** A course which is an elective recreational activity class that is open to the entire student population rather than physical education majors.
13. **PRACTICE TEACHING:** A course in which an education major spends one full quarter in teaching at an operational elementary or secondary school.
14. **INDEPENDENT STUDY:** A project which can be done on a one to one basis or a group basis. The project may include readings, individual projects or group projects.
15. **HONORS:** An enriched course where both faculty and students participate in more hours than an non-honor course.