March 6, 2014

To: Dean Van Galen, Chancellor  
116 North Hall  
University of Wisconsin-River Falls

From: David P. Rainville, Chair  
Faculty Senate  
University of Wisconsin-River Falls

Re: UWRF Faculty Senate Motion 2013-14/53

At the March 5, 2014 meeting of the University of Wisconsin-River Falls Faculty Senate, motion 2013-14/53 was passed and is effective immediately. The motion is forwarded to you for your action.

A motion from the University Curriculum Committee (Alexandru Tupan, Chair) to approve a new course proposal form (attached). The form was discussed in the UCC as well as GCCC. Generally the format is that of our old form but there are numerous dynamic elements that should help the course proposers, including
a. spell check in every box  
b. warning pop-up’s when fields are incorrectly completed  
c. a calculator to estimate the number of credits  
d. sound buttons that read the form loudly so folks can listen to what’s written in the form (among others, it should help visually impaired folks)

Approved ✅

Disapproved

Dean Van Galen, Chancellor  
Date 3/1/14
Preparer(s): ____________________________ College: ____________________________ Department: ____________________________ Date: ____________________________

Course title: ____________________________ Short title (max. 25 char.): ____________________________

Subj. code: __________ Course #: __________ Credits: __________ Level: __________ Grading: __________ Delivery: __________ Target term: Sp 2014

Prerequisites: ____________________________ Offering term(s): F, Sp, SS, W

This course is:

- An existing course
- Repeatable for credit
- Max. nr. attempts: __________
- Max. nr. credits: __________
- Temporary
- Offering term(s)/year(s): ____________________________
- Not study abroad

Requests - check all that apply

New:  □ course #  □ credits  □ title  □ prereq  □ catalog descr  □ content  □ other

Old: course # credits title

prerequisites

Gen. Ed./Univ. Req.  □ 4 □ designator(s)  □ CW  □ CW  □ CW  □ CW

Class time breakdown

Lecture: 0 hrs/wk Lab: 0 hrs/wk Discussion: 0 hrs/wk Online: 0 hrs/term

Other: ____________________________

Relationship of proposal to the departmental major/minor or program - use clarification box, if needed

Undergraduate majors  Undergraduate minors  Graduate program

required/allowed elective  required/allowed elective  required/allowed elective

Clarification: ____________________________
1. Duplication.
State if there is any possible course material overlap between this course and other courses at UWRF. Include a list of departments offering classes on related topics and attach letters from those departments.

<table>
<thead>
<tr>
<th>Overlap</th>
<th>Departments contacted</th>
</tr>
</thead>
<tbody>
<tr>
<td>Significant overlap</td>
<td></td>
</tr>
</tbody>
</table>

2. Course rationale.
Explain the need for the new course or the changes in the existing course, including course content changes.

3. Catalog description (use full sentences -- max 100 words).

4. Course objectives.
At the end of this course, students will be able to:

Add prerequisites/ offering terms  Add prerequisites/instructor consent/offering terms
5. General teaching procedure/methodology -- address various delivery modes, if applicable

6. Evaluation procedures. A final examination is included

7. Distinction between the requirements and/or performance for undergraduate and graduate students.

8. Recommended library additions.

9. Books to be obtained from the Textbook Library - with complete citations.
10. Books to be purchased by students.

11. Estimated cost to student for materials, supplies, etc.: $ [ ] Cost details:

12. Human Relations. Does this course reflect any human relations components as identified in the Administrative Code of the Department of Public Instruction? [ ]

13. Course outline. Attach a syllabus or include sufficient details to clearly reflect the content of this course.