**Kentucky Wesleyan College**

**Academic Policies Committee**

Originating Division \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Originating Discipline \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Instructor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Course Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Suggested Level -1000, 2000, 3000, 4000 (circle) and number of credit hours – 1, 2, 3, 4 (circle) Status of the Course: Permanent \_\_\_ Summer Only \_\_\_ Winter Term Only \_\_\_\_

Semester and Year for Initiating the Course: \_\_\_\_\_\_\_\_ Estimate course enrollment \_\_\_\_\_\_\_\_

Will this be a required\_\_\_ or elective course\_\_\_? How often will it be given: \_\_\_\_\_\_\_\_ Pre-requisites needed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Does this course replace an existing? If so, which one?\_\_\_\_\_\_\_\_\_\_\_ If not**,**  whyshould the College add this course to its curriculum**?**

2. Does this course represent additional faculty load? Yes \_\_\_\_ No \_\_\_\_

 If no, how will it be staffed**?**

 If yes, what will be the staffing needs be?

3. In what manner does the course content harmonize with the missionof Kentucky Wesleyan College?

4. How does this course fit into specific purposes and functions of your disciplinary course offerings? List the specific Course Learning Outcomes. How do they support the Academic Program Learning Outcomes?

5. Why is the suggested course levelappropriate? For example, if the proposed course is taught at the sophomore level, how is it more advanced than a freshman course and how does it prepare students for junior-level work?

7. Estimate the additional resources (Physical Facilities, Teaching Aids, Library Purchases, etc.) which the addition of this course will require.

8. Do you intend to have this course meet a general educationrequirement? If so, what general education competencies (Learning Outcomes) would be met with this course?

9. Describe how you have explored possible overlap with courses in other disciplines. What other disciplines if any, have you consulted? To what conclusion?

10. Course description as it will appear in the catalog (include prerequisites):

**PLEASE ATTACH A DRAFT SYLLABUS THAT INCLUDES:** Course objectives, Learning Outcomes to be assessed, topics to be covered, anticipated texts to be used, and anticipated course evaluation plan – including quizzes, exams, papers, projects, etc. as appropriate.

Signature of person(s) proposing this course addition: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Originating Discipline: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Program Coordinator: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_

 )for the Program where this course will reside)

2. Divisional Chairperson \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Possible overlap area(s):

 Divisional Chairperson \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Discussed with Academic Dean:

3. Academic Dean \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_

Academic Policies Committee:

4 Chairperson \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_

Faculty Approval Date: \_\_\_\_\_\_\_\_\_\_\_\_\_

Note: Persons signing this form but desiring to comment may write on the reverse side of this page.