



COURSE NUMBER _____

COURSE TITLE

LONG — for Calendar/schedule, no more than 100 characters including spaces and punctuation

AND

SHORT — for enrollment/transcript, no more than 30 characters including spaces and punctuation

CREDITS

Indicate number of credits for: Lecture _____ Seminar _____ Tutorial _____ Lab _____

COURSE DESCRIPTION (FOR CALENDAR). 50-60 WORDS MAXIMUM. ATTACH A COURSE OUTLINE TO THIS PROPOSAL.

PREREQUISITE

COREQUISITE

SPECIAL INSTRUCTIONS

COURSES(S) TO BE DELETED IF THIS COURSE IS APPROVED
NOTE: APPROPRIATE DOCUMENT FOR DELETION MUST BE SUBMITTED TO SCUS

RATIONALE FOR INTRODUCTION OF THIS COURSE



SCHEDULING AND ENROLLMENT INFORMATION

Indicate effective **term and year** course would first be offered and planned **frequency** of offering thereafter:

(NOTE: There is a two-term wait for implementation of any new course.)

Indicate if there is a waiver required: ☐ YES ☐ NO Will this be a required or elective course in the curriculum? ☐ Required ☐ Elective

What is the probable enrollment when offered? Estimate _____

Which of your present CFL faculty have the expertise to offer this course?

Are there any proposed student fees associated with this course other than tuition fees? ☐ YES ☐ NO
(If yes, attach mandatory supplementary fee approval form.)

RESOURCE IMPLICATIONS

NOTE: Senate has approved (S.93-11) that no new course should be approved by Senate until funding has been committed for necessary library materials. Each new course proposal must be accompanied by a library report and, if appropriate, confirmation that funding arrangements have been addressed.

Campus where course will be taught _____

Library report status _____

Provide details on how existing instructional resources will be redistributed to accommodate this new course. For example, will another course be eliminated or will the frequency of offering of other courses be reduced; are there changes in pedagogical style or class sizes that allow for this additional course offering?

List any outstanding resource issues to be addressed prior to implementation: space, laboratory equipment, etc:

Articulation agreement reviewed? ☐ YES ☐ NO ☐ Not applicable

OTHER IMPLICATIONS



APPROVALS

- 1 Departmental approval indicates that the Department or School has approved the content of the course, and has consulted with other Departments/Schools/Faculties regarding proposed course content and overlap issues.

Chair, Department/School Date

Chair, Faculty Curriculum Committee Date

- 2 Faculty approval indicates that all the necessary course content and overlap concerns have been resolved, and that the Faculty/School/Department commits to providing the required Library funds.

Dean or designate Date

LIST which other Departments, Schools and Faculties have been consulted regarding the proposed course content, including overlap issues. Attach documentary evidence of responses.

Other Faculties approval indicated that the Dean(s) or Designate of other Faculties AFFECTED by the proposed new course support(s) the approval of the new course:

_____ Date _____

_____ Date _____

- 3 SCUS approval indicates that the course has been approved for implementation subject, where appropriate, to financial issues being addressed.

COURSE APPROVED BY SCUS (Chair of SCUS):

_____ Date _____

APPROVAL IS SIGNIFIED BY DATE AND APPROPRIATE SIGNATURE.