



13. ADDITIONAL INFORMATION TO BE INCLUDED IN A STATEMENT ATTACHED TO THIS FORM: (A) A COURSE OUTLINE, READING LIST, OR OTHER DESCRIPTION OF PLANS FOR THIS COURSE; (B) CONSIDERATION OF THE ADEQUACY OF LIBRARY OR OTHER INSTITUTIONAL RESOURCES NECESSARY FOR THIS COURSE; (C) IMPACT OF THIS COURSE ON THE REGULAR SCHEDULING OF OFFERINGS BY THE DEPARTMENT AND THE FACULTY MEMBER INVOLVED; (D) PREPARATION OR BACKGROUND OF INSTRUCTOR (IF THE COURSE IS OUTSIDE THE INSTRUCTOR'S USUAL FIELDS).

If you wish this course to be designated for certain general education requirements, additional steps are necessary. For **FOUNDATION** designation, you must submit your course to the appropriate area council for its endorsement and recommendation to the Curriculum Committee. For **DIVERSITY (DV)** designation, you must submit your course proposal to the Campus Diversity Committee for its endorsement and recommendation to the Curriculum Committee. For **QUANTITATIVE LITERACY** designation (QL) the course should be submitted to the Mathematics Department for its endorsement and recommendation to the Curriculum Committee. For **SPEAKING** or **WRITING INTENSIVE** designation, you must complete the appropriate proposal form to submit to the Curriculum Committee.

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FOR THE DEPARTMENT CHAIR

On a separate page, please provide information on the following:

- (a) How does this course fit into the program(s) where it will be listed? How does this course relate to or affect the department/program and college curriculum? How does it fit into the requirements of the program(s) of which it is part? How is it related to courses on similar topics in other departments?
- (b) What adjustments in department/program offerings may be necessary to accommodate this new course?
- (c) What adjustments in staffing may be necessary to accommodate this new course?
- (d) How many FP's does the department currently offer? What will be the impact of this course on department contribution to FP and other general education classes?

Department approval (signature of chair) \_\_\_\_\_

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FOR CURRICULUM COMMITTEE ACTION

Approved \_\_\_\_\_ Not approved \_\_\_\_\_ Date \_\_\_\_\_

Signature of Curriculum Committee Chair \_\_\_\_\_