

## New Course Proposal Checklist

Submission Date: 10/16/20

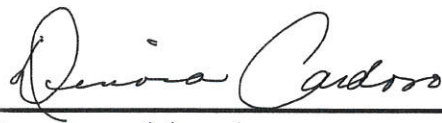
Department: Ethnic Studies; Faculty in English, Sociology & Anthropology

Course Title: Introduction to Ethnic Studies


Prepared by: Kya Mangrum & Meredith Whitnah

Department Chair: Dinora Cardoso; Sarah Jirek; Sarah Skripsky

X if standards are met	Required Information	Questions/Comments
	Cover page that includes the department's endorsement	
	A brief rationale for proposing a new course	
	Course description for the catalogue	
	Prerequisites	none
	Course Credit Units	
	Modified catalog requirements showing new course placement in each major track and minor (if appropriate)	
	Syllabus that follows the <a href="#">guidelines for syllabus</a> preparation	
	Course Learning Outcomes (CLOs) aligned with the departmental PLOs and listed in a syllabus	
	Frequency of offering: Check the appropriate box:	
	- every semester	
	- once a year (F or S)	
	- once every other year	
	- Mayterm only	
	- other (specify)	
	Resources application: Check the appropriate box:	
	- staffing requirements (adjunct)	
	- IT resources	
	- other resources such as equipment, space, lab resources	
	<b>Attached Letter /Email from Provost if resources are required</b>	
	<b>Library resources : Attached Letter/Email from the Library Director or Associate Library Director if resources are required</b>	
	<b>Requested Course number: Final determination by the Registrar upon consultation with the Department Chair</b>	



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