

NEW COURSE PROPOSAL FORM 2023-2024

Half Credit Courses Only

Deadline: January 31, 2023

(Fall 2023 and Spring 2024 – for current teaching faculty)

Please submit electronically to Diane Burnham (dburnham@middlebury.edu).

Instructor's Name(s)	
Department Code	
Course Number * Please contact your department coordinator for a course # before submitting your proposal	
Course Title	
30 Character Title *Includes spaces and punctuation, this title will appear on the transcript	
Semester Offered	
Full semester? Half-semester: 1st half or 2nd half?	
Cross-listed? Which dept?	
Enrollment maximum?	

Below, please provide the course description to be included in the course catalog that meets the following requirements:

- Prerequisites, class meeting format, and the instructor's name
- Up to 120 words
- Goals of course
- Subjects covered
- Approach to subject matter
- Sources to be used

*The Curriculum Committee suggests using serial commas, and replacing phrases such as “**This course will**” with phrases such as, “**In this course we will...**”*

Please provide brief answers to each of the following questions:

1. Has this course proposal been reviewed by the Dept. Chair or Program Director? **Y or N**
2. Why is the proposed course best taught as a **half-credit** course? In your answer, please provide pedagogical justification for the course organization identified above (Full-semester, 1st half, or 2nd half).
3. How do you propose to assess the students in this course? (e.g., papers, exams, projects, presentations, performances, exhibitions, periodic quizzes)
4. Please list any sources, such as readings & films, beyond those already included in the course description.

5. What departmental and/or program requirements (including any department- or program-specific category requirements), if any, will this course count towards?

6. Course enrollment limits will be based on approved Teaching Load Forms.
Is there a need for an enrollment maximum? If yes, WHY?

7. Will the course involve any staffing in addition to the instructor proposing it?

8. How often will the course be offered as a part of the departmental/program curriculum?

9. The curriculum committee tries to consider newly proposed courses in the context of existing courses. Are you aware of any similar courses, past or current? In what other areas of the curriculum could you envision a course being offered that is similar in content or in sources/texts to the proposed course?