

INTD NON-AFFILIATED COURSE PROPOSAL #0607 - ???

INTD C&C COMMITTEE - APPROVALS SUMMARY

TYPE OF INTD PROPOSAL (CHOOSE ONE)	<ul style="list-style-type: none"> • [NEW INTD COURSE] • [EXPERIMENTAL INTD COURSE] • [REVISED INTD COURSE]
COURSE NUMBER (OR PROPOSED NUMBER)	INTD XXX [XXXX] PROPOSED # CRS ##
COURSE TITLE	[PROVIDE TITLE]
COURSE PROPOSED TO START WHEN?	
IF EXPERIMENTAL, DETAILS OF PAST APPROVALS AND COURSE OFFERINGS	
SPONSORING DEPARTMENT(S), PROGRAM(S), OTHER UNIT(S)	[PLEASE SPECIFY DEPARTMENT, PROGRAM, OTHER UNIVERSITY UNIT]
CONTACT PERSON	[SPECIFY CONTACT PERSON IN DEPARTMENT]
UNIT NUMBER	[SPECIFY DEPARTMENT UNIT NUMBER]
PHONE	[SPECIFY PHONE FOR CONTACT PERSON]
EMAIL	[SPECIFY EMAIL FOR CONTACT PERSON]
FACULTY APPROVAL AT THE PROGRAM OR DEPARTMENTAL LEVEL [Note 1]	[SPECIFY RELEVANT FACULTY COMMITTEE]
INSTRUCTOR(S) [Note 2]	[SPECIFY NAME(S) AND DEPARTMENT(S)]
CONFIRMATION OF RESOURCE AVAILABILITY [Note 3]	[SPECIFY NAME(S) AND DEPARTMENT(S)]
WHERE RELEVANT, DETAIL OTHER APPROVALS ALREADY OBTAINED	
CURRICULAR ACTION REQUIRED	
100-LEVEL INTD COURSE	[YES/NO, NEW/REVISED]
200-LEVEL INTD COURSE OPEN TO SOPHOMORES	[YES/NO, NEW/REVISED]
INTD COURSE THAT SATISFY GENERAL EDUCATION REQUIREMENTS (GROUPS 1-4)	[YES/NO, NEW/REVISED] SPECIFY GROUPS:
INTD COURSE THAT SATISFY SKILL COMPETENCIES (W, Q, Info. Literacy, Computer Technology, 2 nd language)	[YES/NO, NEW/REVISED] SPECIFY SKILL(S):
OTHER 200-LEVEL INTD COURSE	[YES/NO, NEW/REVISED]
REQUIRED ACCOMPANYING DOCUMENTS	[PROPOSAL REQUIRED TO GO TO SENATE C&CC/GECC/SCHOLASTIC STANDARDS]
[SPECIFY: SENATE C&C OR GECC OR OTHER] CURRICULAR ACTION FORM	[ATTACHED?: YES/NO]
SYLLABUS	[ATTACHED?: YES/NO]
SUMMARY OF IISP ACTION TAKEN	
RECEIVED IISP DIRECTOR	[DATE]
REPORT TO INTD C&C COMMITTEE	[DATE]
INTD C&C COMMITTEE APPROVAL	[DATE]
TRANSMITTAL TO SENATE COMMITTEE [Note 5]	[DATE TO [SENATE C&CC]/[GECC]]
ACTION REQUIRED FROM SENATE COMMITTEE	[APPROVAL REQUIRED]

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IISP COMMENTS

Target approval timetable:

Consideration by departmental C&CC or board:

Consideration by INTD C&CC:

Consideration by GEOC (if relevant):

Consideration by Senate SSC (if relevant):

Consideration by Senate C&CC:

Consideration by Senate:

Notes:

1.
 - i. Every non-affiliated INTD course should have one or more faculty proponents and approval by faculty at the department or program level.
 - ii. When a non-academic department, program, or other university unit initiates a course, then its faculty advisory board would provide the appropriate support for and review of the course proposal.
 - iii. When a course is to be taught by a graduate student, then one or more regular faculty members would act as instructor(s) of record and would mentor the graduate student instructor.
 - iv. When a course is to be taught by an adjunct faculty member, then the support of the relevant department head or faculty coordinator should be indicated.
2. If the proposed course instructor is not a regular member of an academic department's faculty, please attach a statement listing the instructor's qualifications for teaching the course and any relevant experience (a *short* CV is fine).
3. The availability of funds for instruction (including the hiring of GAs or adjuncts) must be confirmed. Proposals for non-affiliated "regular" INTD course – not experimental versions – require a statement of support from the Vice Provost. Otherwise, an email from the relevant department head(s) should indicate the availability of resources to support the teaching of the course.
4. All non-affiliated INTD course proposals are reported to and must be approved by INTD C&C Committee.
5. Senate C&CC must approve all non-affiliated INTD course proposals. GEOC must approve all courses proposed to satisfy a general education requirement. Senate Scholastic Standards must approval all Satisfactory/Unsatisfactory grading proposals. If your proposal falls into one of these categories, please make sure that you leave enough time for your proposal to be considered both by the INTD C&C Committee and relevant Senate Committee.