

**New Course Proposal with Program Requirement Change**

(For Course Change Proposals & Proposals for Program Requirement Changes, please use the appropriate form found on the Graduate School website.)

1. **Proposal Overview**

Department:

College:

Degree/Program(s):

School (if applicable):

Proposer:

Proposal Summary (Summarize what you are proposing and why. If this proposal is tied to a series of other proposals going before the Graduate Council, please include how this proposal aligns with others being made):

1. **New Course Information**
2. Enter full course title here:
3. Proposed Abbreviated Course Title (30-character limit):
4. Proposed Course Prefix & Number:
5. Credit Hours:
6. Will this course be repeatable by students?

If so, how many times? What is the maximum number of credits they can earn?

1. Is this course offered online?
2. Is this new course a program requirement or an elective course?
3. What is the proposed course grading scheme?:
4. In which semesters will the course be offered?:
5. Will you have the staff to offer this course if approved?:

Yes No

1. Does this course have a 4400-level “sister” course?

If so, please list the course name and number here.

**Proposed Catalog Course Description:**

(Please include prerequisites, co-requisites, course registration restrictions, and course fee info, if any. If this proposal is for a 5500-level course with a 4400-level “sister” course, the course description must include the following language: “Specific, evaluated graduate-level activities and/or performances are identified in the course syllabus.”)

**C. Impacts**

1. Are there other departments that might be teaching similar courses? (If so, please list them below and describe the outcomes of any conversations with those departments exploring the logic or feasibility of course sharing.)
2. Are there other departments that might have students interested in enrolling in this course? (If so, please list them below and describe the outcomes of any conversations with those departments exploring the logic or feasibility of making this course available to those students.):
3. Impact on the **University Library** (Please describe how this proposal could be expected to affect the use of library resources and services such as interlibrary loan, library instruction, the digital collection, etc.):
4. Impact on the **Computer Center/Information Technology Services**:
5. Please list the current primary delivery method for this course (face to face, online, Zoom, distance learning, hybrid, etc.) and describe any delivery method changes you are proposing.
6. If you are planning on using the Distance Learning classrooms, what locations are you planning on broadcasting to and from (Pocatello, Idaho Falls, Twin Falls, Meridian)?
7. If this course is part of a fully online program, is the program or degree already listed on the eISU website (http://[isu.edu/eisu/online-programs](http://.isu.edu/eisu/online-programs))
8. Will access to student computer labs be necessary? If so, will any specific software be needed?
9. Identify any other ITS hardware needs, and connectivity/bandwidth needs, such as wired, wireless, and phones.
10. Will ITS support be needed for server, installation, maintenance, backup, software, etc.? Please describe.
11. Will this new course impact program requirements?

If so, please complete the section below.

**D. Changes to Program Requirements**

Summary and Rationale of Proposed Changes (Summarize what you are proposing and why. If this change is associated with other changes coming before the Graduate Council currently, please indicate how these changes are related)

Please list each change to program requirements separately in the space provided:

Current Catalog Copy (paste in current catalog language):

New Catalog Copy (Please show all proposed changes in red font using strike-out for deletions & underline for new text to clearly show the changes you want made in the catalog.) Please include a full, updated course map.

**E. Signatures in Support of Proposal**

Initiator/Program Director date

Department Chair date

College Dean/Dean’s Representative date

IT Services Representative date

Dean of the Library date