

# Tulane University Newcomb-Tulane College Course Proposal Form

Newcomb-Tulane College, Cudd Hall, Tulane University, New Orleans, LA 70118, Phone: 865-5720

---

**Instructions for Submitting Curriculum Additions/Changes Described Below**

Note: Core curriculum course proposals must be submitted to the Curriculum Committee. Please provide an electronic version of this course proposal form plus all supporting documentation (i.e., SACS formatted syllabus, etc.) to [NTC Associate Dean Molly Travis](#). Additionally, one hard copy of the course proposal form signed by your director and the supporting documentation must be submitted.

---

**Today's Date:**

**Submitted by:**

**Your Email Address:**

**PROPOSED ACTION :**

- Discontinue Course Final Term: \_\_\_\_\_
- New Course First Term: \_\_\_\_\_
- Change Course Title: From: \_\_\_\_\_ To: \_\_\_\_\_ Effective Term: \_\_\_\_\_
- Change course description (Provided In Course Information Below) Effective Term: \_\_\_\_\_
- Change Course Credit From: \_\_\_\_\_ To: \_\_\_\_\_ Effective Term: \_\_\_\_\_
- Change Course Number From: \_\_\_\_\_ To: \_\_\_\_\_ Effective Term: \_\_\_\_\_

**COURSE INFORMATION** (What should be listed in the Schedule of Classes and the catalog?)

Course Prefix and Number:

(Proposer should contact Assoc. Dean of Newcomb-Tulane College to make sure the # is available).

Full title for catalog:

Abbr. title for Schedule of Classes: \_\_\_\_\_

Undergraduate Credit Hours: \_\_\_\_\_

1. Can this course be repeated for credit? If yes, how many times?
2. Prerequisite Course(s) Name(s), Prefix(es), Number(s):
3. Catalog description (including any prerequisites and cross listed courses):

4. Regular Faculty Instructor(s):

5. Number of Contact Hours Per Week:

6. Terms offered (check all applicable): fall spring summer

7. Calendar: annual biannual biennial other

8. Maximum class size:

Effective Term:

**Credit for Undergraduate Core Requirements?**

If yes, explain how your course fulfills these requirements:

**Please check all areas where credit will be given:**

Math & Natural Science

Social & Behavioral Science

Textual & Historical Perspectives

Writing Skill Tier 1: Proficiency

Race & Inclusion

Global Perspectives

Aesthetics & Creative Arts

Writing Skill Tier 2: Writing

Foreign Language

Lab Science

Public Service

Intensive

**PROCESSING INFORMATION**

9. Objectives for new course or rationale for change(s).

10. If proposing writing proficiency course, what proportion of the course grade is based on written work, not including tests and exams? At least 1/3 of the grade must come from writing for the course to fulfill writing proficiency designation, with revision optional.

%1. If proposing intensive writing designation, how many rewritten pages does this course require?

%2" On average, how many hours each week does the typical student spend on this course, not including class time, regularly scheduled laboratory time, or regularly scheduled performance activity time?

%3. Does your Program or Office have the appropriate resources to offer this course?

**Please attach a SACS formatted syllabus.**

Signature of 8]fYVWcf: \_\_\_\_\_

Date: \_\_\_\_\_