Western Illinois University School of Graduate Studies  
Request for a New Graduate   
(500 or 600-Level) Course

| **College:** | **Date:** |
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**Department:**

**Name of department chairperson:**

**Previous action of departmental and college channels:**

### Approvals:

Department Curriculum  
Committee (if appropriate) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:­­­­­­­­­­­­­­­­­­­ \_\_\_\_\_\_\_\_\_\_\_\_

Department Chairperson \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_

College Curriculum  
Committee (if appropriate) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_

UCEP (if Teacher Ed) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_

College Dean \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_

Graduate Council \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_

Academic Vice President \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_

**Course prefix, number, title and credit hours:**

**Abbreviated title of course (15 spaces maximum):**

**Catalog description (40 words maximum):**

**Prerequisites:** (In view of the fact that graduate courses rely on skills and knowledge acquired through undergraduate experiences, it is assumed that graduate courses will require undergraduate courses as prerequisites. In some instances, however, it may be sufficient simply to indicate “graduate standing”.)

**Outline of the course:** (In addition to a listing of major subjects to be taught, a short bibliography should also be provided.)

| **Total class hours:** | **Total lab hours**: | (3 s.h. credit requires 37.5 class hours) |
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**Course objectives:** (Objectives should be written from a student outcome perspective and begin with a verb.)

**Relation of course to your discipline:** (a) How do the topics addressed reflect major substantive or methodological issues in your field? How will the treatment of issues in this course differ from their treatment in an undergraduate course? (b) How will mastery of material in this course help students to function competently in your field? (c) What makes this a graduate-level course?

**Justification of course:** (a) Students’ needs to be served, (b) Relationship to existing courses within the department (some statement should accompany each proposal explaining the level at which the course is to be taught and some explanation as to how the course relates to the existing program of the department), and (c) Relationship to courses in other departments (Since other courses in the University may investigate topics dealt with in the proposed course, indicate which existing courses, if any, the proposed course may seem to complement. Attention must be given to those features of the proposal which represent a treatment of the subject specific to your department. The results of conferences with other departments should also be included.)

**Frequency of offering:**

**Redistribution of teaching load:** (Indicate whether the inclusion of this new course in your department’s curriculum will necessitate the hiring of new faculty or if it can be taught by existing staff. In the latter case, indicate how a teaching load is to be redistributed to accommodate the new offering.)

**Equipment requirements:** (Indicate any special equipment that will be necessary to permit effective teaching of the course. Indicate whether the equipment is available or must be purchased.

**Special space requirements:** (Indicate any special space requirements such as laboratories, clinics, or other special facilities needed to permit effective teaching of the course. Indicate whether these are available.)

**Library resources:** (If not reflected in the bibliography, indicate journals or other library resources needed to permit effective teaching of the course. Indicate whether these library resources are available or must be purchased.)

**Requested date of first offering:**

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10-27-23