

CASNR Curriculum Committee Curriculum Action Cover Sheet

Course title, prefix and number: _____

Submitted by (include e-mail address)¹: _____

As CASNR Curriculum Committee Representative for the unit/degree program, I have read the proposal and consider it ready for review.

CASNR Curriculum Committee Representative signature: _____ Date: _____

As Teaching Faculty Representative for the unit/degree program, I have read the proposal and consider it ready for review.

Teaching Faculty Representative signature: _____ Date: _____

If an ACE course, please have the CASNR UCC Representative review and provide feedback.

CASNR UCC Representative signature _____ Date: _____

As unit administrator of the faculty member submitting this proposal,

(Check one) I will support this proposal and will provide the faculty resources and necessary funds for offering the course for at least 5 course offerings.

Comments: _____

I will not commit the faculty resources and necessary funds to support this proposal.

Comments: _____

Unit Administrator signature: _____ Date: _____

If no resources are committed by the unit, the submitting faculty member must indicate the source of the needed resources, such as another department, dean's office, overload, or unknown. In the case that resources are not available, the proposal should not be advanced or entered into the CREQ program.

When all signatures have been obtained, this cover sheet should be attached to the course proposal in CREQ. If curriculum action is other than a proposal entered in CREQ, please e-mail to cwusk1@unl.edu or mail to the CASNR Curriculum Committee, c/o the CASNR Dean's Office, 103 AgH, 0702.

The course proposal should be entered into the CREQ program. New courses also require submission of a course syllabus and supporting letters from other departments if the course is crosslisted. Please refer to the 'How to Propose a New Course' document for assistance with preparing the course proposal and syllabus.

<http://casnr.unl.edu/documents/1809/5047499/How+to+Propose+a+New+Course.pdf9c11d4-dd38-43f0-bfae-842d585b7f52>

This form also needs to be submitted with degree program revisions. Degree program revisions should be sent in Undergraduate Bulletin form. Deletions crossed out and new revisions printed in red.

¹Faculty eligible to submit a new course proposal or a revision to an existing course include: (1) Assistant professors and above, and those with equivalent rank, Continuous or Specific Term appointments of 0.5 FTE or greater; (2) Assistant, Associate and Professors of Practice holding 0.5 FTE or greater Special Appointments and having three successive academic years of paid faculty service. Course submitters must also have a CASNR teaching appointment. (Bylaws of the University of Nebraska-Lincoln 3.2.1)