

Summer Course Proposal
For new courses to be offered by SU or SU Abroad faculty
FOR TEACHING ABROAD ONLY and NOT REGULARIZED courses

For internal Syracuse University Abroad APPROVAL

Submitter(s) Name(s):

Proposed Center Affiliation:

Course Title(s) and No(s): Is the course double numbered (e.g. 400/600)? (Indicate here the primary department.)

Desired cross-listings.

Proposed Credits:

Fit into SU Abroad Summer offering abroad: Is this course/program a stand-alone offering or part of summer session (abroad) offerings? Yes No

Pre-requisites or co-requisites? List any that apply.

Catalog Description (35 word limit)

Rationale: In a brief paragraph, describe how this course fits into/adds to the main campus curriculum:

Audience: Provide information on the target audience and likelihood of recruiting the necessary number of paying students.

Staffing: Explain briefly the staffing plans for this course, including use of SU and SU Abroad faculty and assistants. Indicate number of outside lecturers anticipated and approximate pay scales.

Appropriate Dean's signature _____

Signifying approval of core idea pending SU Abroad concurring, adequate enrollment, etc.

Append these items:

CONSULTATION: Is this course similar to or does its content significantly overlap with any courses offered at SU or SU Abroad? If yes, consultation with appropriate faculty and curriculum committee chairs of those academic units is required. You must also consult with faculty and units whose students might be part of the targeted populations. Identify the persons with whom you have consulted. What was the response?

IMPACT ON OTHER REQUIREMENTS: Does this proposal impact the existing academic requirements for your 1) college, 2) liberal arts core or electives, 3) department, 4) program, 5) majors, 6) minors. If yes, please explain.

SYLLABUS AND BIBLIOGRAPHY: Append a detailed DRAFT syllabus of course content (daily) and a reading list. Explain what evaluation methods will be used and how they are weighted. If the course is 500-level or double numbered (e.g. 400/600), so that undergraduate and graduate students can meet together, indicate what extra work is required of graduate students. If travel is involved, be sure to indicate this as appropriate on the syllabus. If guest lecturers are required, give names or approximate qualifications.

Note that the various College and Senate Curriculum committees now demand statements on SU'S integrity and disability policies.

Clarify that the required number of contact hours are included.

Note that internships and visits to some sites are considered equal to 1/3 of in-class contact time. New York State requires 750 minutes (12.5 hours) of 'contact' time per credit hour.

SU Abroad Staff:

Provide a rough estimate of costs to be attributed to tuition (and an estimate of the number of students needed).

Provide a rough estimate of program (non-tuition) costs.