1. Proposed change (check all that apply)
   a. New course for master’s curriculum *(Answer all questions, 2-9)*
   b. New 5990 offering *(Answer all questions, 2-9)*
   c. New undergraduate course *(Answer all questions, 2-9)*
   d. Course title change *(Answer questions 3, 6, 9)*
   e. Delete course *(Answer questions 6, 8, 9)*
   f. Change course content *(Answer questions 6-9)*
   g. Change course description *(Answer questions 2, 6, 9)*
   h. Slashlist course *(Answer questions 6-9)*
   i. Crosslist course *(Answer questions 6-9)*
   j. Other (describe)

2. Proposed course description, credit hours, status (required or elective), and grading system (letter or S/U). Attach draft syllabus if new course or new 5990 offering.

3. Proposed course title

4. Suggested course number and relationship of proposed number to other LIS course numbers

5. Prerequisites, if any

6. Rationale for proposed change
   a. Why is the change needed?
   b. How does the proposed change relate to SLIS goals and objectives?
c. Does the proposed change have a potential impact on course offerings of other OU units?
   yes no

   If yes, identify the specific courses(s) and the potential impact.

7. Are resources available to support the proposed change?
   a. If a new course or one with changed content, is current faculty available to teach the course? If not, how could the course be offered?
   b. Is hardware and software available adequate to support the course?
      (1) In one of the classrooms available to SLIS? yes no
      (2) In the SLIS lab? yes no
      (3) In faculty offices? yes no
      (4) In Tulsa? yes no

      If any of the above answers are no, specify what hardware and/or software will be needed, where it is required, and the estimated cost.

   c. Are additional library resources needed to support the course?
      yes no

      If yes, specify what resources and the proposed locations (Norman/Tulsa) for the additions.

   d. Will there be recurring costs associated with the course that will require a course fee? yes no

      If yes, identify the fee that will be needed and provide justification for the amount.

8. Projected impact of proposed change
   a. What is the impact of the proposed change on faculty course load?
   b. What is the impact of the proposed change on the current rotation schedule?
(1) If a new course or a new 5990 offering, when is the course to be scheduled?

(2) Will projected offerings of other courses need to be changed? If so, identify the courses that will need to have projected offerings altered.

c. What is the projected impact of the proposed change on other SLIS courses?

(1) Could the proposed change affect enrollment in other SLIS courses?

   yes   no

If yes, identify which courses will be affected and how.

(2) Will the proposed change require any alteration of content of other SLIS courses?

   yes   no

If yes, identify which courses and what changes will be needed.

9. Are there any other matters related to the proposed change that should be included in consideration of this proposal?

Submitted by______________________________     Date_____________

- Curricular Committee Action

- Recommended to faculty for approval Date
- Forwarded to faculty for consideration without recommendation Date
- Not recommended for approval Date
- Referred back to proposer for revision Date

______________________________, Curriculum Committee Chair

Signature

4/19/00