BRANDON UNIVERSITY

NEW COURSE PROPOSAL FORM

Senate approved changes will come into effect on September 1, 2025.

A. NEW COURSE DETAILS

Level of Study: ◯ Undergraduate ◯ Graduate

Start Term & Year:

Course Level:

Faculty/School:

Department:

Subject Identifier (ex. GEOG):

Course Title:

Short Title:

Credit Hours:

Term Duration:

Course Type:

Hrs/wk: **Lab hrs/wk:**

Prerequisite(s):
- ☐ None   OR
- ☐ Specific Course(s):
- ☐ Permission of

OR

AND/OR:

Corequisite(s):
- ☐ None   OR
- ☐ Specific Course(s)

AND/OR:

Antirequisite(s):
- ☐ None   OR
- ☐ Specific Course(s)

Cannot Be Held With:

Cross-Listed With:

Include Course In (check all that apply):
   Required major core courses
   Major group/area/"plus" lists:

   Required minor core courses
   Minor group/area/"plus" lists:

☐ **Liberal Education list**

Additional Information/ Clarification:

B. NEW COURSE CALENDAR INFORMATION

Calendar Description:

Calendar Placement:

C. LIBRARY CONSULTATION

Before a new course proposal can be forwarded to the Curriculum & Academic Planning (CAP) Committee or the Senate Graduate Studies Committee (GSC) for consideration, formal consultation with the University Library is required, and a Library Impact Statement must be submitted to the appropriate Dean's Office.

The Library Collection Analysis Request form is available online at https://brandonu.libwizard.com/f/LibraryAnalysisRequest.

- ☐ **A Library Collection Analysis Request has been submitted to the Library for review.**
- ☐ **A Library Impact Statement has been returned by the Library and is available in the Dean's Office.**
- ☐ **This is a variable content course (such as a Topics/Tutorials or Readings course) where the content covered will differ significantly from one offering to another; accordingly, a Library Collection Analysis is not required.**

D. REQUIRED SUPPORTING DOCUMENTATION

- ☐ **Detailed Course Outline**

E. RATIONALE/ADDITIONAL INFORMATION

Enter a detailed rationale for the creation of this new course. Provide sufficient detail on how the proposed course meets degree outcomes and improves curriculum development in the program.

F. APPROVALS

Cross-Listed Dept. Approval Date:

Faculty Council Approval Date: **Dean's Approval Date:**

SENATE OFFICE USE ONLY

USC/GSC		Senate	
	Approval/Completion Date		**Approval/Completion Date**
Calendar		F & R Services	
	Edit Date		**Copy Sent**