

Required Syllabus Information for UG Curriculum Proposals

Course Prefix, Number, Course Title

For new course numbers, consult with Alletha Davis adavis46@memphis.edu in the Registrar's Office. Courses offered as Special Topics (ST) will need different numbers when proposed as new courses.

For ST courses, consult your department ST course number ranges listed in the catalog. Course content (and title) may be offered up to three times in a three-year period; beyond that the course must be proposed as a new course. If your area does not have a ST course number range, consult Eunice Taylor at taylor65@memphis.edu in the Registrar's Office.

*Note that course title for undergraduate ST courses will begin with ST.

Course Description (including any prerequisites)

Required texts and or readings (in the *rare* case that no text or readings are required, please explain).

Course Learning Outcomes

Putting something here about importance of learning outcomes for accreditation, etc. or best practice

Purpose course serves in curriculum (requirement? major core? elective? etc.) and students who will be served by this course (including those outside of your department major, if applicable)

Course Methodology (including how students will be evaluated, nature of course assignments, etc.)

Tentative Schedule (indicating topics and content to be covered)

NOTE: If a course is a 4000 course with a 6000 cognate, you may need to provide two separate syllabi OR if not, be sure to note additional requirements/work/assignments for the 6000 level.