

**Common Curriculum NEW COURSE Grant Competition 2024-2025**

**Guidelines:**

Please answer each question as thoroughly below as you can, as applicable. You can email Karen McDermott at [karen.mcdermott@uconn.edu](mailto:karen.mcdermott@uconn.edu) or [commoncurr@uconn.edu](mailto:commoncurr@uconn.edu) with any technical questions. For pedagogical questions, contact Pamela Bedore at [pamela.bedore@uconn.edu](mailto:pamela.bedore@uconn.edu).

This proposal form is due no later than 11:59pm on November 22, 2024. An electronic copy of the proposal should be sent to [commoncurr@uconn.edu](mailto:commoncurr@uconn.edu) with the Subject Line “New Course Proposal - Provost’s Common Curriculum Grant.”

Email statements of support from department/unit heads (see page 3) must be received before the proposal will be considered for funding.

1. **Proposer Name(s) and Academic Title(s)**
2. **Email Address(es)**
3. Tentative course information:
4. Course Number (Something like “POLS 2XXX” can be used if your department/unit cannot yet determine a number.)
5. Course title
6. Campuses Availability [*NOTE: The CC especially seeks courses that can be offered in-person at the regional campuses.*]
7. Anticipated Enrollment Capacity per Campus
8. Describe how the course will fit into UConn’s new [Common Curriculum](https://commoncurriculum.senate.uconn.edu/) (CC). How will the course serve the [broad goals](https://commoncurriculum.senate.uconn.edu/overview/) of UConn’s Common Curriculum program?
9. Please identify the TOI(s) and Competencies (if applicable) for which the course seeks approval. Please provide tentative Student Learning Objectives and assessments that align to the TOI Learning Objectives. (NOTE: You may do this by drafting the [CC Alignment Table](https://commoncurriculum.senate.uconn.edu/common-curriculum-alignment/) if you want. We understand these may change or expand as you begin to actually develop the course, but this will give us an idea of where you want to go.)
10. Describe how the course will fit into the Common Curriculum plan for any departments/units involved in its development. (e.g. Will it be required? Part of a minor? An elective? A potential gateway course into the major? Etc.)
11. Please confirm that this course is distinct from existing course offerings. If there is potential overlap (check the course catalog, especially across schools and colleges), please address how this course will be different.
12. Do you anticipate offering multiple sections of this course? If so, what resources would be helpful to you in supporting multiple sections? What resources do you plan to develop as part of this grant?
13. Is this course being developed as part of a potential [Theme](https://commoncurriculum.senate.uconn.edu/faculty-guidelines-for-themes/)? If so, explain briefly how the course will fit into the Theme.
14. Is your proposal linked to any others being submitted in this competition, through a Theme or otherwise? If so, explain the added benefit to students from taking the courses as a group.
15. We understand that developing a syllabus will be part of the work done under this grant and that topics or reading lists may change significantly from what you are envisioning now. That being said, our selection committee would love to know a few specifics about the course. To the best of your ability, please list:
    1. Broad topics the course will cover (e.g. potential unit/module topics)
    2. A preliminary reading list (1-5 titles to start is fine)
    3. Anticipated assignments (A creative project? Group presentation? Big paper? Etc.)
    4. A tentative schedule (if available)
16. **Arrange for Emails of Support** from your department/unit head(s). **Please note** that cross-listed courses must have statements of support from all departments/units involved. The head(s) can either email a statement of support directly to us, or you can have them email you with the statement of support and you can include the email(s) as attached PDFs. The statement template below should be emailed to [commoncurriculum@uconn.edu](mailto:commoncurriculum@uconn.edu).

**Department/Unit Head’s Statement**

Please arrange for your department/unit head to send a message to [commoncurr@uconn.edu](mailto:commoncurr@uconn.edu) containing the following statement:

“The department supports the development of this course, and I affirm that the course is in line with the curricula and courses of the department’s strategic vision. Upon completion of the project, the department will make every effort for the course to be offered every, or every other year at the typical class size for the duration of at least five years, beginning no later than the 2026-2027 AY.”