Checklist for UE Curriculum Submissions

Complete the information below. Please email this form with your curriculum proposal to Dr. Burgsbee Lee Hobbs at Burgsbee.hobbs@saintleo.edu.

Course Number and Title: ________________________________________________________________

School: _________________________________________________________________________________

Submitted By: ___________________________ Date Submitted ____________________________

For which of the UE learning outcomes does this course evaluate:

_____ Demonstrate critical thinking skills

_____ Demonstrate quantitative skills

_____ Understand how living things and physical systems operate and the relationships among them

_____ Demonstrate knowledge of diverse populations and differing belief systems, values, and norms

_____ Understand issues and events in terms of historical, political, and economic context

_____ Demonstrate appreciation for various forms of creative human expression

_____ Communicate clearly and effectively using multiple types of media: listen attentively/ speak articulately, read critically/write clearly

_____ Understand Catholic and Benedictine-inspired values and traditions

For which UE category does this proposal apply (See Undergraduate Catalog for descriptions of categories):

___ Foundation Courses       ___ The Human Mosaic       ___ The Creative Life

___ The Human Adventure      ___ Science in a Changing World   ___ The Reflective and Spiritual Life

Type of proposal - check the appropriate area(s):

_____ new course                  _____ course name/number change

_____ prerequisite change        _____ degree requirement change               _____ other

(continued on next page)
Summarize the proposal and state the rationale.

State the possible ramifications of this proposal for the entire student body or delivery system (e.g., online, center) in regard to the UE curriculum or other courses. (Will the online course need modification, how does the proposal affect the population of students eligible to take course, etc)

If this is a new course, please write a brief response below to the following two questions:

1. How does this course bring your discipline into the lives of Saint Leo students? Please list a few assignments or discussion questions that help students experience the relevance of the discipline.

2. How are the assignments designed to provide instructors with valid information to evaluate student progress on the UE learning outcomes identified on page 1?

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Office Use Only
UE Meeting Date ________________  _____ recommend
Concerns:  _____ No  _____ Yes. Identify concerns below.  _____ do not recommend

Date comment emailed to submitter by UE Chair ________ Chair Signature _______________________

*** Please attach to curriculum proposal ***