COURSE RESOURCE DISCUSSION GUIDE

Please use this form to begin a conversation of resources between the department and the dean. The proposer may need to work with the department chair or others to complete this. The information provided guides preparation of the Decanal Resource Analysis by the school dean. The Decanal Resource Analysis is not part of the curricular review by faculty but must accompany the proposal when reviewed by faculty senate. Deans are asked to provide their analysis electronically to the Associate Provost and UCPRC chair after departmental and school approval.

1. If this course is required, how many sections will be offered to meet the needs of majors/minors during each semester? _____ sections/semester

2. What is the proposed number of sections each year? _____ sections/year

3. What is the projected enrollment of this course? _____ enrollment/year
   *(Include all sections for each year.)*

4. What is the maximum enrollment recommended for each section of this course? _____ max enrollment

5. Note any factors (*e.g.* demand, equipment, room size, or proposed pedagogy) that limit course capacity.

6. How will this change affect the departmental student-faculty ratio?

7. How will offering this course affect the capacity of the department to offer other courses in General Education, if applicable, and other courses in the departmental majors and minors? What courses will not be offered (or will be offered less frequently) when this course is added to the department’s course inventory?

8. Comment on the expertise required to teach the proposed course. Can the course be taught by faculty currently in the department or will new faculty be needed? *(Please omit references to specific individuals.)*

9. Will this course require additional faculty complement? If so, how much additional complement is needed? If not, how does the department plan to offer the revised program within existing complement?

10. How does the addition of this course impact (positively or negatively) on other programs, departments, and units within the University? Please report on any discussions that have occurred with the affected programs, departments or units?

11. Does the department or the University possess the equipment needed to present the course? Explain anything that is needed.

12. What resource issues would be relevant to increase available seats to meet greater demand?