**HONORS COLLEGE COURSE PROPOSAL FORM**

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| Faculty Name:       |
| Email:       | Phone:       |
| Department:       |

**Select one:**

[ ]  I am Full time (tenure track) faculty

[ ]  I am part time faculty, select type (by clicking on the dropdown):  \*Choose from drop down by clicking on “Lecturer”

**Please check one:**

[ ]  I have attached the completed Faculty Agreement Form (with the first 3 required signatures)

[ ]  I am in the process of getting the Faculty Agreement form signed, and understand that this course cannot be approved until the HC has this form.

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| Title of Course: (Limited to **30 characters**, including spaces)       |

\*Explain your qualifications to teach this **specific** topic

**Semester/Year Preference** (click on the **box** to choose a semester and click on the **year** to open the drop down menu)

(1st Choice) **\*YEAR IS DROP DOWN** [ ]  Fall  [ ] Winter  [ ] Summer

(2nd Choice) \***YEAR IS DROP DOWN** [ ] Fall  [ ]  Winter  [ ] Summer

**Preferred** Class times: (See OU course times below).

\*While we will do our best to accommodate your time and location preferences, scheduling is also based on student need and room availability. Due to extremely tight classroom availability on campus, please initial after the following: “I understand that once courses are scheduled, no changes will be made to days/time/location.”

 initials

 **Daytime Evening**

M/W/F 8-9:07 T/R 8:00-9:47 M/W 3:30-5:17 M 5:30-8:50 pm

M/W/F 9:20-10:27 T/R 10:00-11:47 M/W 5:30-7:17 M 6:30-9:50 pm

M/W/F 10:40-11:47 T/R 1:00-2:47 MW 7:30-9:17 T 5:30-8:50 pm

M/W/F 12:00-1:07 T/R 3:00-4:47 T/R 3:30-5:17 T 6:30-9:50 pm

M/W/F 1:20-2:27 T/R 5:30-7:17 W 5:00-8:20 pm

M/W/F 2:40-3:47 T/R 7:30-9:17 W 6:30-9:50 pm

M/W/F 4:00-5:07 R 5:30-8:50 pm

 R 6:30-9:50 pm

1). Click on day(s) of the week you desire 2). Type in chosen times (from the above list) next to day selections.

|  |  |  |
| --- | --- | --- |
| 1 |  |        |
| 2 |  |       |
| 3 |  |       |

**A**. Which GEN ED would this course fulfill? (Look [here](https://wwwp.oakland.edu/oira/assessment-of-student-learning/general-education-assessment/) under the Student Learning Outcomes tab for the list of Gen Ed requirements).

 [ ]  HC 2010: Art [ ]  HC 2060: Social Science

 [ ]  HC 2020: Literature [ ]  HC 2070: Formal Reasoning

 [ ]  HC 2040: Western Civilization [ ]  HC 2080: Natural Science

 [ ]  HC 2050: Global Perspective

**B**. List two or three General Education Student Learning Outcomes (GESLOs) for each area that the course fulfills *and explain how each will be addressed in this course*.

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| --- | --- |
| 1 |       |
| 2 |       |
| 3 |       |

**C**. Would this course also satisfy **U.S. Diversity** and/or **Writing Intensive** requirements**?**

 [ ] \*U.S. Diversity [ ] \*Writing Intensive [ ]  \* Knowledge Application

 \*Include a rationale explaining how each of these requirements would be satisfied (if applicable)

**D**. Is your course a **Research OR Service Learning Course**? [ ]  Yes [ ]  No

 \*If yes, explain the planned research outcome here       OR the service learning approach here

 \*\* Also explain how the research OR service learning will be accessed

**E**. Brief Course Description: (**150 word maximum** for HC website)

**F**. Course Outline (Include Texts): (\*Begin with explanation of how this course meets the needs of high achieving students-see [Definition of Honors Education](http://wwwp.oakland.edu/hc/top-links/faculty-and-staff/) on our website under Faculty &Staff/ Faculty Forms)

Thank you for your interest in teaching for the Honors College.

* Proposals will be reviewed:
	+ Phase I (**Summer** Submissions) Deadline: **Oct. 20**
	+ Phase II (**Fall** Submissions) Deadline: **Nov. 10**
	+ Phase III (**Winter** Submissions) Deadline **Dec. 1**
* Proposal selection will be based on content and on the demand for certain types of Gen Eds.
* You will be notified as to whether or not your proposal has been accepted 2 weeks after the deadline for which it was submitted.

**G**. [ ]  I will submit a full syllabus to the Honors College upon signing a contract.

**H**. Honors College Courses must include extra credit for attendance at one HC event during the semester.

[ ]  I agree and have added this requirement to my syllabus

Please save this as a word document, attach your CV, and email it to Debra Weeks (weeksdso@oakland.edu)

 \*If you have to save this form as a pdf, please also email your 150-word course description (as a separate word attachment or send it in an email) to Karen (conn@oakland.edu) for our website