

Year: _____

This form ***MUST BE COMPLETED FOR NEW COURSE or PROGRAM PROPOSALS, and EXTENSIVE CONTENT CHANGES TO A COURSE or PROGRAM.***

The purpose of this form is to provide a channel of communication between the Rowan University Libraries and the faculty to assure that adequate library resources are available for new courses and programs. It should also be completed if the content of a course or program has changed, in order to assure that resources are still sufficient. This form is not needed for minor changes that do not affect course content. (Updated: 11/13/2013)

Note: Sponsor(s) complete parts A, B & D
Forward this form to the appropriate librarian who will complete parts C & E

When form is completed, attach to the original curriculum proposal before submitting to the Senate office.

A. College: _____

Department: _____

Proposed by: _____

Date: _____

COURSE TITLE: _____

Anticipated Date for Course/Program Offering: _____

B. (Sponsor) List specific resources that should be acquired to support this course (if any).

C. (Librarian) **Describe the resources available in the library to support this course/program, including books/e-books, journals/e-journals, databases, audio-visual materials, etc. A summary statement is sufficient.**

D. Sponsor comments and recommendations:

E. Librarian comments & recommendations:

Related proposals included in this recommendation: _____

LIBRARIAN LIAISON: _____

Signature: _____