Course Title  ____________________________

**Instructions**: Please review the proposal's strengths and weaknesses with regard to the following proposal requirements and course criteria, using no check, √, or √+. Provide your overall rating of the proposal at the bottom of the sheet.

**Course Proposal Requirements:**

- ______ Course description. Evaluate for clear communication of course goals.
- ______ Course structure. Evaluate variety of class activities in addition to lecture.
- ______ Course outline. Evaluate the pace and density of materials to be covered.
- ______ Grading structure. Evaluate for balance.
- ______ Course requirements. Evaluate for accountability, appropriate background reading, assignments that give students practice before major projects.

**Course Criteria:**

- ______ Academic substance.
- ______ Appropriateness for beginning students.
- ______ Writing, verbal, and critical reasoning skill development.
- ______ Teaching environment promoting class discussion.
- ______ Use of community and/or campus resources (speakers, field trips, libraries, etc.)

**Comments:** ____________________________________________
_________________________________________________________
_________________________________________________________
_________________________________________________________
_________________________________________________________

**Overall recommendation (check one) and comments:**

- Fund/accept (5)__________ ___________________________________________
- Possibly fund (3)__________ ___________________________________________
- Do not fund (1)__________ ___________________________________________

Evaluator's Name  ____________________________