



**The Harriet W. Sheridan Center for Teaching and Learning
Brown University**

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http://www.brown.edu/sheridan_center

CREATING A COURSE PROPOSAL

A good course proposal (1) provides a sense of the scope and importance of the course, (2) describes how the course fits into the institution's and/or department's overall educational objectives, (3) identifies the expected audience, and (4) explains how the course will function. It should include the following elements:

- **Catalogue Description***

The catalogue description should be concise and complete, offering a general overview of the topics to be covered. While the description may be technical, it should be accessible to all students. It should include a statement of prerequisites.

- **Course Goals and Objectives**

The goals (or aims) articulate the educational outcomes you want a graduate of the course to display. The objectives express the concrete capabilities that permit the students to achieve the course goals. For a detailed description, see the Sheridan Center's handbook, [Constructing a Syllabus](#) (http://www.brown.edu/sheridan_center/publications/syllabus.html).

- **Course Overview**

The overview contains a list of the topics (and sub-topics) the course will cover.

The guidelines for submitting new course proposals to Brown's College Curriculum Council are available online at

<http://www.brown.edu/Administration/Registrar/faculty/index.html>.

** Please note that Brown course proposals are limited to 60 words in length. For applications to the Brown/Wheaton Future Faculty Fellows Program, the word limit for course proposals is 100.*