

**Explore Chicago Course Proposal Form**

Before getting started on this form, please visit [Proposing a Course on the First-Year Program website](http://academics.depaul.edu/liberal-studies/first-year-program/for-faculty/Pages/proposing-a-course.aspx).

**Personal Information**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

College/School/Division: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Department/Program/Office: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Reminder: the proposer of the course should be the person who plans to teach the course.**

Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Highest academic degree obtained: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of years of college teaching experience: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of years at DePaul: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Chair/Director/Supervisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Chair/Director/Supervisor's Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Proposed Course**

Course Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Course Description:

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Anticipated first time teaching the course: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I would like this course to be considered as an Honors course: \_\_\_YES \_\_\_NO

**See**[**Honors website**](https://academics.depaul.edu/honors/faculty-and-staff/faculty/Documents/HONORSCHICAGOQUARTER.pdf)**for information about the Honors Program version of Chicago Quarter courses.**

I would like to learn more about how I can work with the [Steans Center](http://steans.depaul.edu/) to incorporate a service-learning component in this class: \_\_\_YES \_\_\_NO

**Chicago-Based Course Activities**

Describe at least three class excursions tied to the subject matter of the course. These excursions should show geographic diversity around Chicago.

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Describe projects, assignments, and other formal activities that require students to draw connections between the academic content of the course and these three excursions.

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**Readings**

Briefly identify the readings that will be assigned for this course.

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The approximate page count of the required reading for this course: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Writing Expectations**

Chicago Quarter classes should develop students' writing and rhetorical skills. Provide brief explanations of how the course will meet each of the following writing requirements.

1. List the writing assignments and page lengths required for the course. Writing assignments should be divided between at least two different types of assignments (e.g., essay, research paper, journals, group project, site visit report, readings-based assignment). There should be at least 12 pages of writing, including at least 7 pages of formal writing (typed and graded).

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2. Describe a written assignment that requires that students integrate their experiences engaging with Chicago during the class. [Describe the assignment as though it is written for students.]

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3. Describe a written assignment that requires that students identify and use Chicago resources. [Describe the assignment as though it is written for students.]

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**Connection to DePaul Mission**

Describe the connection between course content and DePaul University’s mission (e.g., connection to human dignity, diversity and inclusion, access, social justice, service, Vincentian heritage, etc.). View [DePaul mission statement](https://offices.depaul.edu/mission-ministry/about/Documents/DePaul%20University%20Mission%20Statement.pdf).

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**Liberal Studies Program Learning Goals & Outcomes**

Choose **one** goal from the drop-down menu and describe how your course would meet this goal. [Explanation and Description of Learning Goals](https://academics.depaul.edu/liberal-studies/Documents/LSP%20LOs%202018.pdf)

\_\_\_Mastery of Content \_\_\_Intellectual and Creative Skills

\_\_\_Personal and Social Responsibility \_\_\_Intercultural and Global Understanding

\_\_\_Integration of Learning \_\_\_Preparation for Career and Beyond

Describe:

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**Sample Syllabus (Optional)**

If you wish, provide a sample syllabus as an email attachment, identifying a tentative list of readings along with what topics will be covered during the ten weeks of instruction and indicating how writing assignments will be linked to the readings and experiential elements of the course.

**Note:** If you plan on showing films, there is a limit of 15% of class time.

**Additional Information**

Any comments?

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**Acknowledgement**

Provide your initials next to each acknowledgement to certify you understand your commitment to teach an Explore Chicago course.

\_\_\_I am aware that Explore Chicago is team taught by a faculty instructor, a staff professional, and a student mentor.

\_\_\_I am aware that Explore Chicago meets for four hours a week during Autumn Quarter, and that one of those hours each week is for Common Hour, led by the staff professional and student mentor.

\_\_\_I am aware that Common Hour counts for 20% of the course grade.

\_\_\_I am aware that Explore Chicago involves a minimum of three class excursions.

\_\_\_I am familiar with the content of the [Chicago Quarter Faculty Handbook](http://academics.depaul.edu/liberal-studies/first-year-program/for-faculty/Pages/handbooks-resources.aspx).