



Department of Humanities

Course Proposal Guidelines

Course Proposals

The Department of Humanities considers course proposals for classes that pose pressing human questions and seek constructive answers to them by bringing to bear both wisdom from the past and the best examples of rigorous reflection from today's world. We welcome courses that:

- Reflect our department mission. Please see our mission statement at www.humanities.villanova.edu/mission_statement.html
- Feature an approach more appropriate to our interdisciplinary curriculum than to one of the disciplinary departments
- Foreground philosophical and theological questions in a way that integrates Faith and Reason
- Complement our course offerings of Gateways and Electives that study the Human Person

Deadlines and Submission

For the Fall Semester, proposals are due by 1 November of the previous year. For example, a course proposal for a course to be offered in Fall 2008 would be due on 1 November 2007.

For the Spring Semester, proposals are due by 1 March of the previous year. For example, a course proposal for a course to be offered in Spring 2009 would be due on 1 March 2008.

Course proposals should be sent to Mike Tomko, Chair of the Undergraduate Committee, as an email attachment in Word format at the following address: michael.tomko@villanova.edu.

Guidelines for Course Proposal

Course Proposals consist of the following three items:

1. A Narrative of 1-2 pgs: In addition to stating your reasons for wanting to teach the course and the objectives of the course, you should explicitly discuss how the proposed course reflects the department's mission, uses an interdisciplinary approach, foregrounds philosophical and theological questions, and complements our course offerings studying the Human Person.
2. A Syllabus: Please include a course description, course goals, required texts, outlined schedule, and assignments. Please also mention any potential attributes such as Writing Enriched/Intensive, CORE Curriculum requirements, diversity requirements.
3. Qualifications: A Curriculum Vitae, which may be accompanied by a statement speaking to your expertise or research interest in the course topic.

Approval

The Department of Humanities attempts to offer our students an integrated curriculum in which a common set of questions and concerns connect our electives and gateways. More often than not, approved courses may be accompanied by suggested revisions regarding texts, issues, or questions to help achieve this goal.

Upon approval, you will need to provide a NOVASIS title for your course of 30 characters or fewer, a course catalogue description of no more than 40 words, and a course description for the website written to inform and attract students.

For Further Information

To discuss potential courses proposals or to ask any questions, please feel free to contact:

- Tom Smith, Chair of Humanities (610-519-6165, thomas.w.smith@villanova.edu)
- Mike Tomko, Chair of the Undergraduate Committee (610-519-3017, michael.tomko@villanova.edu).