**College of Arts and Sciences**

Proposal for a new Undergraduate eNotation

Please review the information (including the minimum requirements) and instructions for submitting proposals available at <https://go.iu.edu/4MD5>.

All eNotation proposals must be reviewed and approved by the proposing unit following the unit’s governance procedures prior to being submitted to the Office of Undergraduate Curriculum, Policy, and Records for review.

# 1. Basic Information

|  |  |
| --- | --- |
| Department/Program: | [Type Name of Department/Program] |
| Title of proposed eNotation: | [Type Title of Proposed Minor] |
| Projected implementation date: | [Month] [Year] |

# 2. Description

* + Describe the eNotation Learning Experience (eNLE) you are proposing.

# 3. Rationale

* Why is the eNotation needed?
* Describe the student population to be served by the eNLE.
* How does it align with College, campus, and university strategic plans?
* How does the eNLE enhance the student experience in a way traditional credentials cannot?

# 4. Learning outcomes

* What are the learning outcomes for the eNLE?
* How are these learning outcomes assessed?

# 5. eNotation components

* A notation must contain at least three components, and at least one of those must be curricular.
	+ Curricular– courses taken for academic credit and/or research experiences
	+ Co-Curricular – interactions with organizations, hours completed
	+ Extra-Curricular – internships/externships/corporate partnerships
* Add rows to the table below, as necessary

|  |  |  |
| --- | --- | --- |
| **Component Type** | **Contact hours or equivalent measurable outcome** | **Deliverable** |
| Curricular (required) |  |  |
|  |  |  |
|  |  |  |

# 6. Program management

* Who will be directing/coordinating the eNLE for the unit (list position(s), but also include the name(s) of the incumbent(s))?
* What are the requirements for students to be admitted to the eNLE?
* When and how will the admissions process be implemented?
* How many students do you anticipate admitted to the eNLE each year and what percentage do you believe will finish the requirements for the eNotation?
* On average, how long will it take a student to complete the requirements for the eNotation? Are there any limits on the amount of time students have?
* What process(es) will be used to verify students have completed the components? (Please note: this item will likely require refinement after the proposal is reviewed by the Office of Undergraduate Curriculum, Policy, and Records.)

# 7. Relationships, overlap, and opportunities

* + Does the eNLE overlap with any existing academic programs or eNLEs? If so, please what distinguishes this eNLE?
	+ Does the proposing unit have the resources (staff, financial, and otherwise) to implement the eNLE as described in this proposal? Please explain.
	+ Describe the extent to which any cooperative relationships, if any, will need to be established with other departments, programs, or schools. Please describe any such contact that you have established.