

# Common Curriculum NEW COURSE Grant Competition 2025-2026

## Guidelines

Please answer each question as thoroughly below as you can, as applicable. You can email Karen McDermott at [karen.mcdermott@uconn.edu](mailto:karen.mcdermott@uconn.edu) or [commoncurr@uconn.edu](mailto:commoncurr@uconn.edu) with any technical questions. For pedagogical questions, contact Jamie Kleinman at [jamie.kleinman@uconn.edu](mailto:jamie.kleinman@uconn.edu).

This proposal form is due no later than 11:59pm on November 21, 2025. An electronic copy of the proposal should be sent to [commoncurr@uconn.edu](mailto:commoncurr@uconn.edu) with the Subject Line “New Course Proposal - Provost’s Common Curriculum Grant.”

Email statements of support from department/unit heads (see page 3) must be received before the proposal will be considered for funding.

1. **Proposer Name(s) and Academic Title(s)**
2. **Email Address(es)**
3. Tentative course information:
4. Course Number (Something like “POLS 2XXX” can be used if your department/unit cannot yet determine a number.)
5. Course title (Limit 100 characters; Do not use special characters outside of hyphens, commas, and colons)
6. Campuses Availability [*NOTE: The CC especially seeks courses that can be offered in-person at the regional campuses.*]
7. Anticipated Enrollment Capacity per Campus
8. Describe how the course will fit into UConn’s new [Common Curriculum](https://commoncurriculum.senate.uconn.edu/) (CC). How will the course serve the [broad goals](https://commoncurriculum.senate.uconn.edu/overview/) of UConn’s Common Curriculum program?
9. Please identify the TOI(s)\* and Competencies (if applicable) for which the course seeks approval. Please provide tentative Student Learning Objectives and assessments that align to the TOI Learning Objectives. (NOTE: You may do this by drafting the [CC Alignment Table](https://commoncurriculum.senate.uconn.edu/common-curriculum-alignment/) if you want. We understand these may change or expand as you begin to actually develop the course, but this will give us an idea of where you want to go.)  
   *\*Limit of two TOIs.*
10. **TOI-6L Courses Only**: CCC+ seeks innovative TOI-6L courses designed for students in non-STEM majors that maintain scientific rigor while offering students an opportunity to conduct experiments outside of a typical laboratory classroom. If you’re proposing a course for this innovative lab part of the grant CFP, explain here what you envision. What kind of alternate lab setting or reusable kit will you use? Or do you have a different idea?
11. Describe how the course will fit into the Common Curriculum plan for any departments/units involved in its development. (e.g. Will it be required? Part of a minor? An elective? A potential gateway course into the major? Etc.)
12. Please confirm that this course is distinct from existing course offerings. If there is potential overlap (check the course catalog, especially across schools and colleges), please address how this course will be different.
13. Do you anticipate offering multiple sections of this course? If so, what resources would be helpful to you in supporting multiple sections? What resources, if any, do you plan to develop as part of this grant?
14. Is this course being developed as part of a potential [Theme](https://commoncurriculum.senate.uconn.edu/faculty-guidelines-for-themes/)? If so, explain briefly how the course will fit into the Theme.
15. Is your proposal linked to any others being submitted in this competition, through a Theme or otherwise? If so, explain the added benefit to students from taking the courses as a group.
16. We understand that developing a syllabus will be part of the work done under this grant and that topics or reading lists may change significantly from what you are envisioning now. That being said, our selection committee would love to know a few specifics about the course. To the best of your ability, please list:
    1. Broad topics the course will cover (e.g. potential unit/module topics)
    2. A preliminary reading list (1-5 titles to start is fine)
    3. Anticipated assignments (A creative project? Group presentation? Big paper? Etc.)
    4. A tentative schedule (if available)
17. **Service Learning Add-on Only**: If you plan to apply for the service learning add-on portion of the grant, explain here how your course will incorporate hands-on learning in collaboration with community partners. How will the course materials align with projects that benefit community groups, and how will students participate in regular reflection?
18. **Arrange for Emails of Support** from your department/unit head(s) and, in the case of regional campuses, the scheduling director. **Please note** that cross-listed courses must have statements of support from all departments/units involved. Likewise, courses from faculty based on regional campuses should have letters of support from both their department head and their campus scheduling director. Head(s)/director(s) can either email a statement of support directly to us, or you can have them email you with the statement of support and you can include the email(s) as attached PDFs. The statement template below should be emailed to [commoncurriculum@uconn.edu](mailto:commoncurriculum@uconn.edu).

## Department/Unit Head’s Statement

Please arrange for your department/unit head to send a message to [commoncurr@uconn.edu](mailto:commoncurr@uconn.edu) containing the following statement:

“The department supports the development of this course, and I affirm that the course is in line with the curricula and courses of the department’s strategic vision. Upon completion of the project, the department will make every effort for the course to be offered every or every other year at the typical class size for the duration of at least five years, beginning no later than the 2027-2028 AY and upon the condition that enrollment is sufficient to justify its continued offering.”

## REGIONAL CAMPUS PROPOSERS ONLY: Campus Scheduling Director Statement

If your course will primarily be offered at a regional campus, please also arrange for the person responsible for developing the campus course schedule each semester to send a message to [commoncurr@uconn.edu](mailto:commoncurr@uconn.edu) containing the following statement:

“The {{Insert Campus Location}} Campus supports the development of this course, and I affirm that, upon completion of the project, we will make every effort for the course to be offered every or every other year at the typical class size for the duration of at least five years, beginning no later than the 2027-2028 AY and upon the condition that enrollment is sufficient to justify its continued offering.”