

**TO APPLY:** Email a completed copy of this application form to [krgard11@unm.edu](mailto:krgard11@unm.edu) no later than **Wednesday, February 1, 2023**. A completed form **must** include the signatures of the Applicant and the Chair or Director of the Applicant's home unit.

**APPLICANT INFORMATION**

Have you previously been awarded a Marshall Award?    ☐ YES        ☐ NO

If YES: Amount Awarded: \_\_\_\_\_ Date of the Award: \_\_\_\_\_

Name

\_\_\_\_\_

Title/Rank

\_\_\_\_\_

Home Department/Program

\_\_\_\_\_

Email Address

\_\_\_\_\_

Name of Chair/Director

\_\_\_\_\_

Email Address of Chair/Director

\_\_\_\_\_

**COURSE & PROJECT INFORMATION**

Type of Project  
(select one)

☐ Develop a new Face-to-Face course in A&S

☐ Improve the curriculum of an already existing Face-to-Face A&S course

\_\_\_\_\_

General Subject Area  
of the Course (select one)

☐ Humanities        ☐ Sciences        ☐ Social Sciences

\_\_\_\_\_

Course Subject Code,  
Number, and Title

\_\_\_\_\_

Is this an already established  
General Education course?

☐ YES                      ☐ NO

If YES, in which area of study?

☐ Communication        ☐ Mathematics & Statistics        ☐ Humanities

☐ Physical & Natural Sciences        ☐ Social & Behavioral Sciences

☐ Second Language                      ☐ Arts & Design

If this is not an already established General Education course, are there plans to request that the course be a General Education course?

☐ YES

☐ NO

☐ N/A

If YES, in which area of study?

☐ Communication

☐ Mathematics & Statistics

☐ Humanities

☐ Physical & Natural Sciences

☐ Social & Behavioral Sciences

☐ Second Language

☐ Arts & Design

Is this course currently a requirement for any degree program(s)?

☐ YES

☐ NO

If YES, list all degree programs below.

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Are there plans to establish the course as a requirement for any (additional) degree program(s)?

☐ YES

☐ NO

☐ N/A

If YES, list all degree programs below.

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Do you anticipate that all future offerings of the course will be taught on-load by full-time faculty members and/or funded graduate students?

Yes, it's expected that all future offerings of the course will be taught on-load by full-time faculty members and/or funded graduate students.

No, it's expected that some future offerings of the course will be taught by part-time instructors and/or by full-time faculty members as an overload.

#### IF YOU ARE DEVELOPING A NEW FACE-TO-FACE COURSE:

[1] How many Face-to-Face sections of the course do you anticipate being offered on the UNM ABQ Campus each academic year?

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[2] What enrollment cap will be used for each Face-to-Face section of the course?

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[3] Do you anticipate requesting that the course be added to the UNM Catalog?

☐ YES

☐ NO

#### IF YOU ARE ENHANCING THE CURRICULUM OF AN EXISTING FACE-TO-FACE COURSE:

[4] How many total times have you taught a Face-to-Face section of the course?

[5] How many Face-to-Face sections of the course have been offered on the UNM ABQ Campus over the last four semesters?

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[6] What was the average enrollment of each Face-to-Face section of the course that was offered on the UNM ABQ Campus over the last four semesters?

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## APPLICANT STATEMENTS

PLEASE EXPLAIN (IN 2,200 CHARACTERS OR LESS) THE RATIONALE BEHIND YOUR PROPOSAL:

- If you are developing a new Face-to-Face course, specify which gap(s) in the curriculum the new course is meant to address and the target student population.
- If you are enhancing an existing course, identify the specific aspects of the course to be enhanced and how these would improve student learning.

PLEASE IDENTIFY (IN 2,200 CHARACTERS OR LESS) THE FOLLOWING ELEMENTS OF YOUR COURSE:

- Core student learning objectives
- Major topics or content areas to be covered
- Types of assessment that will be used to evaluate student learning.

### SIGNATURES

*By signing below, the Applicant and the Chair/Director acknowledge that the information provided on this application form is true and accurate to the best of their knowledge and the Applicant agrees that, if granted a Marshall Award, they will provide a brief report describing the results of their curricular changes to the College of Arts & Sciences Associate Dean for Curriculum no later than 1 September of the next academic year.*

Applicant

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Chair/Director

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date