

Attachment 2:

Library Resources

A plan should be in place, mutually developed by the Library and Department, to ensure that adequate Library resources for new or experimental courses are acquired when needed.

Consult with the [Librarian](https://library.uwinnipeg.ca/use-the-library/help-with-research/subject-librarians/index.html) for your department/program.

Please allow approximately **four (4) weeks** to consult with the Library prior to SCC deadlines.

Do not forward a list of resources to the Senate Curriculum Committee.

Please complete the top portion of the form and send it to the Librarian electronically along with the proposed syllabus and/or course outline, and other useful information.

**Department:**

**Course Number and Course Title:**

**Proposed Course Instructor or Department designate for consultation:**

A) To be completed by the department:

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| --- |
| **The Librarian for my department/program is**       |
| **Consulted with the Librarian on** Click here to enter date |
| **Does this course require resources beyond existing Library resources?**  [ ]  Yes [ ]  No |

 **If “No”, please provide a rationale:**

**If “Yes”:**

a) The Department and Library should ensure that appropriate journals, databases, multi-media, books and other resources can be available. As such, the department should provide the Library with information concerning resources (e.g complete course outline or syllabus) that should be available before the start date of the course, and resources that might be acquired over a longer term.

b) Develop a plan with the Librarian for your department/program to acquire appropriate resources.

c) Please attach this completed form to the course proposal.

B) To be completed by the Librarian:

The Library’s current collection and subscriptions will be able to support this  with normal budgeting .

**Please provide rationale, if needed:**

Name of Librarian

Signature of Librarian Date

Name of Dean of the Library

Signature of Dean of the Library Date