**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 Subject Specialist](http://library.uwinnipeg.ca/our-services/research-assistance/instruction/subject-librarians) for your department/program.
* Please allow approximately 4-6 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 Subject Librarian electronically.

Department: Course No. & Title:

**To BE COMPLETED BY the department:**

1. The Librarian Subject Specialist for my department/program is .
2. After consult with the Librarian on Click here to enter date, does this course require resources **beyond existing library resources**? Yes or No

**If no, please provide a rationale:**

1. **If yes to number 2,**
2. 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 that should be available before the start date of the course, and resources that might be acquired over a longer term.
3. Develop a plan with the Librarian Subject Specialist for your department/program to acquire appropriate resources.
4. Please attach this completed form to course proposal.

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**TO BE COMPLETED BY THE LIBRARIAN SUBJECT SPECIALIST:**

**Please answer all applicable questions:**

1. Please comment on the Library’s book collection (e-books and print books). Is it broad enough and sufficiently current to provide adequate support for this course?
2. Please comment on the Library’s Reference collection (online and print). Is it broad enough and sufficiently current to provide adequate support for this course?
3. Please comment on the Library databases that could be used to provide support for this course. Based on sample searches or other methods of investigation, are the texts that are available in these databases sufficiently scholarly and current to provide adequate support for this course?
4. Please comment on the Library’s journal collection (online and print). Is it broad enough and sufficiently current to provide adequate support for this course?
5. If audio-visual material is required for this course, is it available in the Library?
6. Are there any other unique resources available, or required but not available, to support this course?

**Please provide the Senate Curriculum Committee with a summary statement and indicate whether or not a plan is in place to obtain resources, if needed:**

Signature of Librarian Subject Specialist Date

Comments from Dean of the Library:

Signature of Dean of the Library Date

**Return completed form to the department so that it can be attached to the course proposal.**

*Attachment 2- 2018)*