

QUEENSBOROUGH COMMUNITY COLLEGE
The City University of New York

COMMITTEE ON CURRICULUM OF THE ACADEMIC SENATE

Telephone
Fax
Email

DATE: _____

FROM: _____, Chairperson

TO: _____, Chairperson, Academic Department

Library and Academic Computing Center Support for New Course or Program

The course or degree program, which your department has proposed has now been approved by the Committee on Curriculum and is being forwarded to the Academic Senate for its approval. In order to assist the library and academic computing center staff in providing the support services and materials which would be needed for this new course or program we request that you determine what would be needed and send your analysis to the Chief Librarian and Director of the Academic Computing Center.

Please follow the following outline for your response and requests.

OUTLINE FOR ACQUISITIONS REQUEST FOR A NEW COURSE(S) OR PROGRAM

1. What resources (i.e., book periodicals, films, videos, hardware and software, and others) are needed in support of this new course (s) or program?
2. What resources are needed to be added to the present library holdings?
3. What resources are needed to be added to the present Academic Computing Center holdings?
4. What services are needed from the Library?
5. What services are needed from the Academic Computing Center?