

Form B13: Course approval for QLR, EL, DIV13, LANG designation

Please note that all courses (regardless of unit value) should meet the general expectations of a liberal arts course. In particular, this includes two hours of out-of-class work for the students for every hour spent in the classroom. Academic Affairs is looking for these criteria when evaluating all submitted course proposal materials.

Please complete this form (including signature from Department/Program Chair) and provide it along with responses to the points below, the course syllabus and any additional documents in **both hard copy and electronic copy** to the Chair of the Academic Affairs Committee. (Deadline can be found on the Faculty Administrative Calendar.)

DEPARTMENT(S)/PROGRAM _____
COURSE NUMBER _____ UNIT VALUE _____
COURSE TITLE _____
INSTRUCTOR _____

Check the designation sought for this course:

QLR _____ EL _____ DIV13 _____ LANG _____

Consider the learning goals for these designations, which can be found here:
<https://www.stlawu.edu/registrar/faculty>; click on "AAC: Learning Goals for DIV13, LANG, EL, QLR"

Please provide comprehensive responses to the following:

1. Describe how the course meets the learning goals corresponding to the proposed designation, being as specific as possible. For designations with multiple learning goals, please indicate in a list format (a, b, c) how each of the required learning goals is met. (We encourage you to include these learning goals on the syllabus as well.)
2. If information about assignments, evaluation, reading lists, or a schedule (as appropriate) is not included in the syllabus, please submit these as additional documents.

Approved:

Department/Program Chair

Date

Academic Affairs Committee Chair

Date

Dean of Academic Affairs

Date

Received: _____
Registrar

Date