

Form C: Course Approval for SYE 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 questions 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 _____

Please provide comprehensive responses to the following:

1. Catalogue description. The description should be written in clear, non-technical language so that the content and goals can be readily understood. It should contain the exact wording that will appear in the catalogue.
2. How does this course demand significant academic integration, as appropriate for a Senior Year Experience? In what ways does it encourage the study of theory that under-girds or overarches the details of previous study, and/or offer deep immersion in the exploration of a particular topic, and/or offer experiential learning or internships that animate prior classroom study?
3. How does this course actively engage students in distinctively challenging ways that transcend those of regular course offerings in your department or program? How does the course challenge students to perform higher order thinking skills, and/or demand higher than normal hours of preparation, and/or demand independent initiation of a substantive research or creative project?
4. How will this course affect staffing in your department or program? How will it affect the offering of other departmental courses, or your department's commitments to other programs, such as the FYP?
5. Describe the kinds of writing, speaking and research students will do and whether class time will be devoted to guided practice in these areas. In what ways will the SYE allow students to demonstrate and enhance these skills?
6. How will students be evaluated? Please explain if the syllabus does not make this clear. If information about assignments, evaluation, a reading list, and schedule (as appropriate) is not included in the syllabus, please attach this in an additional file or files.

Note: If this is a new course, one not yet approved by the AAC, please submit Form A as well as this form.

Approved:

Department/Program Chair

Date

Academic Affairs Committee Chair

Date

Dean of Academic Affairs

Date

Received: _____
Registrar

Date