Undergraduate Curriculum Review Committee

Syllabi Recommendations

March 17, 2104

**Report Summary**

<http://www.wright.edu/administration/senate/documents/UCRC_Report_Feb2014.pdf>

The Curriculum Review Committee (CRC), a newly-formed committee of the Faculty Senate, reviewed syllabi representing 61 sections of undergraduate courses that have been approved for one or more attributes (Core/GE, Integrated Writing, Service Learning and/or Multicultural Competence) during fall semester, 2013.

Syllabi from ALL sections of the following courses were requested; the CRC reviewed those that were provided by early November, 2013: CLS 2040, ENG 2040, PHL 2040, REL 2040, CST 2210, CST 2310, CST 2320, CST 2410, CST 2420, CST 2430, RST 2710, RST 2810, RST 2910, RST 2920, EC 2000, EGR 1010, MTH 1440, MTH 1450, MTH 2300, MTH 2310, MTH 2430, STT 2640.

**Findings**

Course attribute correctly stated on syllabus:  
 Yes: 34 sections

No: 27 sections

Approved learning outcomes for attribute(s) listed on syllabus:  
 Yes: 32 sections

No: 29 sections

**Recommendations**

1. Discuss how to write appropriate syllabi at New Faculty Orientation.
2. Ask all chairs to review their course syllabi and counsel faculty who have missing information.
3. Provide a link to "good" syllabi or a standardized template on the WSU website.
4. Strongly encourage faculty to use a standardized template for course syllabi.
5. In addition to providing the missing attribute information, the CRC also recommends that all course syllabi, especially those for approved Core, IW, SRV and MC courses, include the following:

* The specific University Learning Outcome(s) that were identified as being met by the course: <http://www.wright.edu/ucapc/semester/SemesterWrightStateCoreProgram.pdf>
* A thorough explanation of the grading criteria.
* Accommodations provided by the Office of Disability Services for registered students.
* The WSU Academic Integrity policy:

<https://www.wright.edu/faculty-handbook/teaching/academic-integrity>