

COURSE REVIEW FORM

Directions: Base review on syllabus/course outline, text, final exam questions and papers, grade distribution, faculty expertise, course evaluations, professional standards and practices in the discipline. Form to be completed only for courses designated by the Department's review coordinator.

Course: _____ Location, if not main campus: _____

Instructor: _____ Evaluator: _____

Number of credits now awarded: _____

STANDARD: All coursework for credit is "college level." (If upper division, base judgements on whether course is sufficiently "advanced" in nature. Are there appropriate prerequisites?)

- Percent of course that is college level: _____
- If not fully college level, why not? The worksheet below may be used.

Basis of Findings

Aspect of Course That is not College Level	Syllabus	Text	Exams	Graded Student Work	Specific Content Area of Deficiency
Breadth of Coverage (coverage of major topics)					
Depth of Coverage					
Currency of Materials					

Comments: _____

STANDARD: "Student Effort" (Carnegie Unit)

This standard requires a total of 45 hours of 50 minutes each of student effort for each semester hour of credit awarded. One-third of this time (15 hours of 50 minutes each) is spent in class; 30 hours (of 50 minutes each) of homework are required for each credit.

- a. Amount of credit that can be awarded based on this standard: _____
- b. Basis of awarding less credit than at present:
 - Expectations of student effort as indicated in syllabus (assignments) _____
 - Evidence of student effort (exams given, student papers) _____

Comments:

- Are there appropriate library-based assignments and development of research skills? _____
- Is there evidence of general skills development, including writing, mathematics, critical thinking, as appropriate to discipline? _____

- Are there any provisions for a supplemental non-credit component, if appropriate for the course, to remedy basic knowledge of skill deficiencies? _____
- Other: _____