# IDEAs in Action General Education CurriculumSample Syllabus Template

# **Course Overview**

|  |  |
| --- | --- |
| Number |  |
| Title |  |
| Credit hours |  |
| Course Description |  |
| Prerequisites  |  |
| Target Audience  |  |
| Instructor | Name [Office location] Phone: 919-[###-####] Email: [xxx]@email.unc.edu |
| Teaching Assistants  | Name [Office location] Phone: 919-[###-####] Email: [xxx]@email.unc.edu |
| Course Website | https://sakai.unc.edu/welcome/.  |
| Class Days, Times, Location | Xxxdays and Xxxdays, #:## - #:##, Room, Building. |
| Office Hours | Office hours are from XX to XX on XX and XX. Students may request an appointment by email. Virtual office hours may be conducted via Zoom. |
| Course Texts | Required textbook:Recommended textbook: |
| Course Format | Example: The course format will include two weekly lectures in class. The lecture will be supplemented with in-class exercises, case studies… |

# **Course Goals and Learning Objectives**

***This course will enable students to:***

[Insert course specific goals.]

Note: It is important for students to understand what they will accomplish by taking the course. Course goals and objectives are not simply statements about course topics. They are descriptions of competencies that students should expect to develop in the course.

***As part of the General Education curriculum, this course will enable students to:***

[Insert student learning outcomes for requirement #1.]

[Insert student learning outcomes for requirement #2.]

# **Course Assignments and Assessments**

Example:

|  |  |
| --- | --- |
| **Assignments** | **Percentages** |
| Written assignments | 25% |
| Design assignment | 25% |
| Class participation and peer feedback | 10% |
| Mid-term project | 15% |
| Final Project | 25% |

## Grading Scale

*Converting your final average to a letter grade:*

Example:

94 or above: A

90 to 93: A-

87 to 89: B+

83 to 86: B

80 to 82: B-

77 to 79: C+

73 to 76: C

70 to 72: C-

67 to 69: D+

60 to 67: D

Below 60: E

## Assignment Descriptions

**Written Assignments:**

**Design Assignments:**

**Class participation:**

**Mid-term project:**

**Final project:**

# **Course Policies and Resources**

[The following are examples to include.]

|  |  |
| --- | --- |
| **Accessibility Resources**  | UNC-Chapel Hill facilitates the implementation of reasonable accommodations for students with learning disabilities, physical disabilities, mental health struggles, chronic medical conditions, temporary disability, or pregnancy complications, all of which can impair student success. See the ARS website for contact and registration information: <https://ars.unc.edu/about-ars/contact-us>  |
| **Attendance Policy**  | No right or privilege exists that permits a student to be absent from any class meetings, except for these University Approved Absences:1. Authorized University activities
2. Disability/religious observance/pregnancy, as required by law and approved by [Accessibility Resources and Service](https://ars.unc.edu/) and/or the [Equal Opportunity and Compliance Office](https://eoc.unc.edu/what-we-do/accommodations/) (EOC)

Significant health condition and/or personal/family emergency as approved by the [Office of the Dean of Students](https://odos.unc.edu/), [Gender Violence Service Coordinators,](https://womenscenter.unc.edu/resources/gender-violence-services/) and/or the [Equal Opportunity and Compliance Office](https://eoc.unc.edu/what-we-do/accommodations/) (EOC).**Note:** Instructors may work with students to meet attendance needs that do not fall within University approved absences. For situations when an absence is not University approved (e.g., a job interview or club activity), instructors determine their own approach to missed classes and make-up assessments and assignments.**[Insert your process here.]**  |
| **University Testing Center** | The College of Arts and Sciences provides a secure, proctored environment in which exams can be taken. The center works with instructors to proctor exams for their undergraduate students who are not registered with ARS and who do not need testing accommodations as provided by ARS. In other words, the Center provides a proctored testing environment for students who are unable to take an exam at the normally scheduled time (with pre-arrangement by your instructor). For more information, visit <http://testingcenter.web.unc.edu/>. |
| **Counseling and Psychological Services**  | CAPS is strongly committed to addressing the mental health needs of a diverse student body through timely access to consultation and connection to clinically appropriate services, whether for short or long-term needs. Go to their website: <https://caps.unc.edu/> or visit their facilities on the third floor of the Campus Health Services building for a walk-in evaluation to learn more. |
| **Honor Code Statement** | Students are bound by the Honor Code in taking exams and in written work. The Honor Code of the University is in effect at all times, and the submission of work signifies understanding and acceptance of those requirements. Plagiarism will not be tolerated. Please consult with me if you have any questions about the Honor Code. |
| **Technology Use** | I generally allow computers to be used in class, especially if an assigned reading was available electronically. I reserve the ability to disallow the use of computers when I feel doing so will enhance discussion. If you choose to use your laptop, I expect you to be 100% “with us,” which means no e-mail, no Facebook, no Twitter, no ESPN, and so on. |

# Course at a Glance

The professor reserves the right to make changes to the syllabus, including project due dates and test dates. These changes will be announced as early as possible.

[Note: Add in exam and assignment due dates, once determined]

|  |  |
| --- | --- |
| **Topic** | **Class Session** |
| **#** | **Date** |
| Course introduction | 1 | Wednesday 1/8/20 |
| Topic: Read: Due:  | 2 | Friday 1/10/20 |
| Topic: Read: Due: | 3 | Monday 1/13/20 |
| **Unit 1:**  |
| Topic: Read: Due: | 4 | Wednesday 1/15/20 |
| Topic: Read: Due: | 5 | Friday 1/17/20 |
| No Class: MLK Jr. Holiday |  | Monday 1/20/20 |
| Topic: Read: Due: | 6 | Wednesday 1/22/20 |
| Topic: Read: Due: | 7 | Friday 1/24/20 |
| Topic: Read: Due: | 8 | Monday 1/27/20 |
| Topic: Read: Due: | 9 | Wednesday 1/29/20 |
| Topic: Read: Due: | 10 | Friday 1/31/20 |
| Topic: Read: Due: | 11 | Monday 2/3/20 |
| Topic: Read: Due: | 12 | Wednesday 2/5/20 |
| Topic: Read: Due: | 13 | Friday 2/7/20 |
| Topic: Read: Due: | 14 | Monday 2/10/20 |
| **Unit 2:**  |
| Topic: Read: Due: | 15 | Wednesday 2/12/20 |
| Topic: Read: Due: | 16 | Friday 2/14/20 |
| Topic: Read: Due: | 17 | Monday 2/17/20 |
| Topic: Read: Due: | 18 | Wednesday 2/19/20 |
| Topic: Read: Due: | 19 | Friday 2/21/20 |
| Topic: Read: Due: | 20 | Monday 2/24/20 |
| Topic: Read: Due: | 21 | Wednesday 2/26/20 |
| Topic: Read: Due: | 22 | Friday 2/28/20 |
| **Midterm Exam** | 23 | Monday 3/2/20 |
| **Unit 3:**  |
| Topic: Read: Due: | 24 | Wednesday 3/4/20 |
| Topic: Read: Due: | 25 | Friday 3/6/20 |
| Topic: Read: Due: | 26 | Monday 3/9/20 |
| Topic: Read: Due: | 27 | Wednesday 3/11/20 |
|  | 28 | Friday 3/13/20 |
| No Class: Spring Break |  | Monday 3/16/20, Wednesday 3/18/20 & Friday 3/20/20 |
| Topic: Read: Due: | 29 | Monday 3/23/20 |
| Topic: Read: Due: | 30 | Wednesday 3/25/20 |
| Topic: Read: Due: | 31 | Friday 3/27/20 |
| **Unit 4:**  |
| Topic: Read: Due: | 32 | Monday 3/30/20 |
| Topic: Read: Due: | 33 | Wednesday 4/1/20 |
| Topic: Read: Due: | 34 | Friday 4/3/20 |
| Topic: Read: Due: | 35 | Monday 4/6/20 |
| Topic: Read: Due: | 36 | Wednesday 4/8/20 |
| No Class: Holiday |  | Friday 4/10/20 |
| **Unit 5:**  |
| Topic: Read: Due: | 37 | Monday 4/13/20 |
| Topic: Read: Due: | 38 | Wednesday 4/15/20 |
| Topic: Read: Due: | 39 | Friday 4/17/20 |
| Topic: Read: Due: | 40 | Monday 4/20/20 |
| Topic: Read: Due: | 41 | Wednesday 4/22/20 |
| Topic: Read: Due: | 42 | Friday 4/24/20 |
| **Final Exam** |  | **TBD** |