

Committee Comments on HSEM courses:

HSEM 402, 403, 404, HSEM 415, 416, 417, 418

Forms for all of the courses:

Box 2: Use this space to justify upper division, so something like advanced material requiring application of advanced concepts, significant writing assignments, etc.

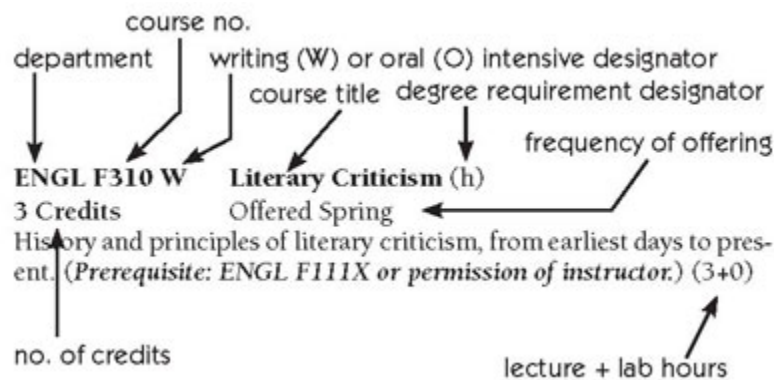
Box 9: just use 3 per week not 3/15.

Box 10:

The last line formatting is not correct. Use this format and particularly the last line should read:

.... Prerequisite: HSEM 301. (3 + 0).

Note: per senate policy don't include "or permission of instructor" (there's been some processed with really good reasons, but otherwise the catalog already states that instructors may waive prereqs.)



Box 11: are you sure you don't want these to count as social sciences? This could potentially save your majors from having to take a couple additional classes. If you decide to pursue, then don't forget to modify the course description as shown above: (e.g. (s) added after course title).

Course Specific Comments:

HSEM 402:

Form: **Box 21:** typo "chosen" field.

Syllabus:

- Prereqs missing;
- Amend to show that the course requires approximately 9 hours of effort per week including attendance of blended classes (if any) and out of class preparation. This complies with UAF policy and Carnegie credit rules.

- Provide more information on how the assignments are evaluated (rubrics, etc.).
- Provide a definition for “timely”.
- No grading percentage shown for attendance: is attendance required/graded?
- Show more detail on the schedule to:
 - Show proof of concept that the course works, is high quality, etc.; and
 - Shows that students will put in the required effort.

HSEM 403:

Form: Box 10: typos 2nd line: “will” Topics. Also at the end of this sentence, I’m not sure the way this is worded is in agreement.

Syllabus:

- Typos in Box 10 carry over to course description in the syllabus;
- Course goals missing
- Amend to show that the course requires approximately 9 hours of effort per week including attendance of blended classes (if any) and out of class preparation. This complies with UAF policy and Carnegie credit rules.
- Grading: papers need more detailed assessment info (e.g. rubric, etc.)
- Discussions:
 - More detail on what constitutes lateness
 - Is one post enough effort?
- Show more detail on the schedule to:
 - Show proof of concept that the course works, is high quality, etc.; and
 - Shows that students will put in the required effort.

HSEM 404:

Syllabus:

- Separate Course Goals (general) and Student Learning Outcomes (specific)
- Is this course blended or asynchronous? Make sure all forms and descriptions match.
- Where do Discussions account in the grade?
- How do the peer-reviewed lessons account in the grade? This is mentioned, but unclear.
- Show more detail on the schedule to:
 - Show proof of concept that the course works, is high quality, etc.; and
 - Shows that students will put in the required effort.

HSEM 415:

Form: Box 10: Typos in course description:

- 4th line: This course designed... should be “This course is designed...”
- 5th line: ...principles of cyber. Is this correct? Shouldn’t it be “...principles of cyber domain,....”
- 9th line: also missing “domain” after cyber.

Syllabus:

- Same typos carry over to the course description in the syllabus.
- Late policy. Is it 10% reduction per day up to 100%? If so, should make clear.
- Is this F2F, blended or 100% online. Should make it clear in the syllabus.
- Show more detail on the schedule to:
 - Show proof of concept that the course works, is high quality, etc.; and
 - Shows that students will put in the required effort.

HSEM 416:

Syllabus:

- Need student learning outcomes;
- Amend to show that the course requires approximately 9 hours of effort per week including attendance of blended classes (if any) and out of class preparation. This complies with UAF policy and Carnegie credit rules.
- Final paper. More assessment detail (e.g. rubric, etc.);
- Show more detail on the schedule to:
 - Show proof of concept that the course works, is high quality, etc.; and
 - Shows that students will put in the required effort.

HSEM 417:

Form: Box 10: Typo: Last line. Consider rewording as description.

Syllabus:

- Need student learning outcomes;
- Amend to show that the course requires approximately 9 hours of effort per week including attendance of blended classes (if any) and out of class preparation. This complies with UAF policy and Carnegie credit rules.
- Discussion Boards need more assessment information—what constitutes acceptable effort?
- Case studies: assessment info needed (e.g. rubric, etc.);
- COOP: also needs some assessment info;
- Tighten up Late Work policy.

HSEM 418:

Syllabus:

- Need student learning outcomes;
- Amend to show that the course requires approximately 9 hours of effort per week including attendance of blended classes (if any) and out of class preparation. This complies with UAF policy and Carnegie credit rules.
- Case studies: provide assessment criteria (e.g. rubric, etc.).