

HUMBOLDT STATE UNIVERSITY
University Senate

Resolution on Syllabi Policy

9-15/16-APC – November 10, 2015 - First Reading

Resolved: That the Humboldt State University Senate recommend the HSU Policy on Content of Syllabi, (VPAA 07-02) be modified to include the attached revisions; and be it further

Resolved: That Information about syllabus requirements, accessible templates, links to relevant campus policies and other resources be posted on a new website, <http://www2.humboldt.edu/syllabus>; and be it further

Resolved: That the Office of Academic Affairs will maintain the website, keep links updated and remind Deans and Department chairs of this policy before the start of each semester; and be it further

Resolved: That the proposed changes be effective at the start of the Spring 2016 semester.

Rationale: *The advent of on-line learning has introduced new issues that should be addressed in course syllabi. For example, violations of the Family Educational Rights and Privacy Act (FERPA) may take place if instructor grading or comment of student work takes place on publicly accessible websites. There are examples of students who for safety reasons do not want their whereabouts posted on publicly searchable websites. After consultation with various committees of the Senate, the APC felt that, due to the extraordinarily public nature of internet posts, students should be allowed to use an alias if they wanted. Additionally students posting personal writings on the internet as part of a course may not have considered all of the ramifications, personal and professional of self-disclosure in a public venue. There is a need for additional guidance on these topics in the syllabus. A statement clarifying that all courses offered for academic credit toward a degree should comply with the Syllabi Policy will avoid confusion. Emergency evacuation procedures are not relevant for 100% online courses and don't need to be in the syllabi. A new syllabi webpage will simplify access to updated links and suggested language for faculty.*