DePaul University Academic Program Review

Cycle 6: Spring 2003—Spring 2004

Memorandum of Agreement -- November 2004

Focal Point Seminar

As a result of the sixth cycle of DePaul University's Academic Program Review Process (Cycle 6), the participants in the process enter into the following agreements. The participants understand that this document will be available to be made public once all the signatures are in place.

Common items for the Liberal Studies Program:

Domain goals and learning outcomes:

Each Advisory Committee will articulate its specific goals, consistent with the DePaul Learning Goals, and will then derive from them assessable expected student-learning outcomes which are to be included in all unit syllabi. This task is to be completed according to a schedule to be provided by the LSC and/or its chair so that the LSC can approve these goals and outcomes by June 2005.

Writing standards:

Each Advisory Committee will determine the acceptable amount and type of writing to be required in its courses, taking into consideration the variety of courses offered in that domain, and being sure that such assignments are sensitive to and consistent with the students' prior and/or concurrent writing experience and preparation, including the first year writing course(s). This task is to be completed according to a schedule to be provided by the LSC and/or its chair so that the LSC can approve these standards by June 2005.

Quality control:

During the coming year, Liberal Studies Council will establish a sub-committee to consider ways to ensure the academic quality of LSP courses. While it remains the responsibility of Liberal Studies Council to set standards for rigor and challenge, this subcommittee will make recommendations to the LSC about mechanisms and processes to ensure those standards are maintained. As part of its recommendations, this committee will identify distinct roles for the advisory committees and contributing departments in carrying out their responsibilities in maintaining the quality of Liberal Studies courses. Once the Liberal Studies Council approves these recommendations, it will be the responsibility of the advisory committees to carry out the tasks assigned to them.

Actions agreed upon by the Focal Point Seminar for the coming academic year (2004 – 2005):

1. The Focal Point Advisory Committee will consider establishing guidelines for the use of course time for film viewing and will also consider the creation of a lab component for film-intensive seminar sections.
2. The Advisory Committee will endeavor to establish a process for rotating faculty who teach the Focal Point Seminar, as faculty demand to teach this course exceeds the number of sessions offered. The Committee will attempt to address this complex issue in two ways: 1) Work with the Associate Dean of the College of Liberal Arts & Sciences regarding scheduling and 2) Contact department chairs to ask their assistance in ensuring that their faculty, who are interested in teaching this seminar, all have an equal opportunity to do so.

3. The Focal Point Advisory Committee will develop ways to follow-up on the impact of the seminar on students one to two years after completing the course.

Signed:

Advisory Committee Chair: ________________________________

APRC Subcommittee: ________________________________

Chair of APRC: ________________________________

Associate Dean, Liberal Arts and Sciences: ________________________________

Dean of the College: ________________________________

Associate V.P. for Academic Affairs: ________________________________

Executive V.P. for Academic Affairs: ________________________________