DePaul University Academic Program Review

Cycle 6: Spring 2003--Spring 2004

Memorandum of Agreement -- November 2004

Junior Year Experiential Learning

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 Junior Year Experiential Learning for the coming academic year:

1. Rigor and Assessment:
   a. The Advisory Committee will develop a mechanism for following up with faculty to whom concrete suggestions for course revisions have been made. The process should include deadlines for revisions and the retraction of the Experiential Learning designation if satisfactory changes are not made in a timely fashion.
   b. The Advisory Committee will fully incorporate departmental and college Experiential Learning courses (those not offered through the Steans’ Center, University Internship Program, or Study Abroad Program) in the annual assessment undertaken by the Junior Year Experiential Learning Advisory Committee.
c. The Experiential Learning Committee will develop course guidelines for experiential learning internships that reflect the pedagogical and professional philosophies of practice-integrated learning at DePaul. These guidelines will ensure that proposed internship courses will be grounded in an effective and appropriate learning experience within the discipline of the department, clarify departmental responsibilities, and inform current instructors of internship courses of the expectations of the Experiential Learning Advisory Committee.

d. The committee will look into creating a rubric to assess experience-based student learning and yield broader results that can be shared with all faculty who teach this requirement or are interested in experiential learning.

2. Advising:

   a. Develop a print, electronic, or other mechanism for informing students of the merits of waiting until their third year to enroll in experiential learning courses while acknowledging that unless enrollment mechanisms become more stringent the Advisory Committee cannot control when students take this requirement.

   b. The Committee will work with the AVP for Academic Affairs/ARC to develop the means for more frequent and clearer communication with students and their advisors, both professional and faculty advisors, to inform them about programs that offer courses that fulfill the Experiential Learning requirement in the Liberal Studies Program.

3. Information Dissemination:

   a. Develop a print, electronic, or other mechanism for informing faculty members and department chairs about the Junior Year Experiential Learning requirement, how the requirement can be met, how faculty members can develop experiential learning courses, and the resources available to faculty who wish to develop such a 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: ________________________________