

**First-Year Seminar Course Proposal for
AY 2012-2013**

The information requested below is designed to address the typical questions posed by the FYS Faculty Review Committee and the General Education Program Committee. In addition, this information will be used in publicizing your course and the FYS Program. For best consideration, submit your proposal for AY 2012-2013 by Friday, January 27, 2012.

I. General Information:

Name: _____

Course Title: _____

Department: _____

Telephone: _____

Email: _____

Signature: _____ Date: _____

- I prefer to teach the seminar (select all that apply)
- Summer 2012
 - Fall 2012
 - Winter 2013
 - Spring 2013

II. Course Description: Attach a brief (approx. 100-words) course description defining the purpose, content, and interdisciplinary nature of the course.

III. Teaching/Learning Format: Describe the primary teaching/learning formats and techniques you will use to insure that students maintain a high level of active participation in the course, which may include but are not limited to, opportunities for:

Discussion	Field work	Review of case studies
Performances	Simulations	Group projects
Research methods	Presentations	Writing

IV. Preliminary Course Outline inclusive of your goals with regard to student learning outcomes and assessment: Provide a detailed outline that includes:

- A. the course description.
- B. your information as the instructor.
- C. the major topics/themes/components to be covered in the course.
- D. an indication of approximately how much time you will devote to each area.
- E. course expectations.
- F. a “representative” list of texts, media, articles, etc. that will be used in teaching the course

- G. a description of your assessment plan that you will use to determine how successful students were in meeting the course's learning outcomes and objectives.
- V. **Support Statement:** Attach a brief statement of support from your department chairperson.
- VI. **Biographical Sketch:** Attach a brief (100 words or less) biographical sketch to be used in the FYS brochure that includes something about you, your research activities, publications, or other information that might be of interest to students who are considering registering for your course.
- VII. **NEW Information requested for GEP Credit:** Complete the General Education Program Committee's Request form. (http://www.umbc.edu/undergrad_ed/fys/index.html) *See form for more details related to your learning outcomes and assessment plan. The GEP is requesting a great deal more information in these areas.*

PLEASE NOTE: The course outline you are providing the FYS Committee can be submitted as the "syllabus" requested by the GEP Committee.

Send All Documentation, which should include:

- I. General Information
- II. Course Description
- III. Primary Teaching/Learning Formats
- IV. Course Outline that includes student learning outcomes and a description of an assessment plan
- V. Representative List of Resources
- VI. Support Statement from Department Chair
- VII. Biographical Sketch
- VIII. General Education Program Committee's GEP Form in order for your course be approved for meeting a general education program requirement.

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Deadline: Friday, January 27, 2012 for the 2012-2013 academic year, inclusive of summer and winter sessions.

(Course descriptions for AY 2012-2013 received by this date are guaranteed to be included in the First Year Experience brochure.)