Intercampus Sharing Courses-Proposal Evaluation

This checklist is designed to evaluate the content of the intercampus sharing course proposals. The overall goal is to ensure consistent rating system to assess completeness of key proposal requirements. The evaluation includes ten elements that corresponds with the structure of the proposal application (e.g. Course description, Institutions, Collaborator(s), Budget, Rationale, Impact, Teaching technology, Additional considerations related to A&OER, Diversity and inclusion, and ADA Compliance). Each element will be rated based on a three-point scale as described below:

Guideline for ratings
0 points = component of the proposal requirement is missing.
1 point = Component is present but is incomplete, not clearly stated or needs more details.
2 points = component is present, complete and clearly stated.
3 points = component contains clear details or elaboration above the required proposal requirement.

**Note: additional considerations may not be waived. 0 points are allotted to “OPT-OUT” of any additional considerations.

Course Description
1. Anticipated term/year of course delivery.

Guideline for ratings
0 points = component of the proposal requirement is missing.
1 point = Component is present but is incomplete, not clearly stated or needs more details.
2 points = component is present, complete and clearly stated.
3 points = component contains clear details or elaboration above the required proposal requirement.
2. Brief course overview is stated.

Yes/No

**Institution**

1. UM system universities collaborating in the course sharing.

* Select all that apply.

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**Collaborator(s)**

1. Course development/teaching team members and collaborators are all listed.

Yes/No
Rationale
1. Rationale surrounding the course development is described.

Guideline for ratings
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3 points = component contains clear details or elaboration above the required proposal requirement.

2. Challenges being solved by course or how course will address the challenges.

Guideline for ratings
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Impact
1. Course potential significance is described based on the listed below indicators:

A. Anticipated number of student enrollment is provided.

Guideline for ratings
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3 points = components contains clear details or elaboration above the required proposal requirement.

B. Target student population within the department and potential external student population.
C. Impact on class diversity.

Guideline for ratings
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2 points = component is present, complete and clearly stated.
3 points = component contains clear details or elaboration above the required proposal requirement.

D. Universities collaboration, faculty and student engagement.

Guideline for ratings
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2 points = component is present, complete and clearly stated.
3 points = component contains clear details or elaboration above the required proposal requirement.

Teaching technology
1. Diverse instructional/pedagogical strategies are stated.

Guideline for ratings
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1 point = Component is present but is incomplete, not clearly stated or needs more details.
2 points = component is present, complete and clearly stated.
3 points = component contains clear details or elaboration above the required proposal requirement.

2. Description of teaching and learning materials.

Guideline for ratings
0 points = component of the proposal requirement is missing.
1 point = Component is present but is incomplete, not clearly stated or needs more details.
2 points = component is present, complete and clearly stated.
3 points = component contains clear details or elaboration above the required proposal requirement.
3. Plan of various learning evaluation.

**Guideline for ratings**

0 points = component of the proposal requirement is missing.
1 point = Component is present but is incomplete, not clearly stated or needs more details.
2 points = component is present, complete and clearly stated.
3 points = component contains clear details or elaboration above the required proposal requirement.

4. Anticipated impact of teaching modalities on students.

**Yes/No**

**Additional considerations - A&OER**

1. One or all of the following considerations are specified.

   A. A&OER materials are outlined.
   B. Consulted with the center for teaching and learning, library, and/or educational technology office.
   C. Consulted the bookstore to implement the auto-access.
   D. Other: Description of other considerations related to open educational resources is specified.
   E. **OPT-OUT:** No A&OER materials will be selected for this class.

   **Note:** 0 points are allotted to OPT-OUT of any additional considerations.

**Diversity and inclusion**

1. Accordance of proposal and planned course(s) with the diversity and inclusion standards is indicated by one or all the following:

   A. Considerations are outlined.
   B. Description of diversity and inclusion consideration is stated.

   C. **OPT-OUT:** No changes to course materials or teaching strategies’ are planned.

   **Note:** 0 points are allotted to OPT-OUT of any additional considerations.
ADA Compliance

A. Consulted ADA office for compliance review.
B. The proposed course material is available in a variety of formats.
C. **OPT-OUT:** No accommodations will be planned for this course. ADA considerations will be incorporated upon student request only.

**Note:** 0 points are allotted to OPT-OUT of any additional considerations.

Please add your comments or recommendations below.

Block 1

You have reached end of the survey, if you have another proposal for review, please click **NEXT** and proceed to complete a new survey otherwise click **DONE** to end the survey.

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