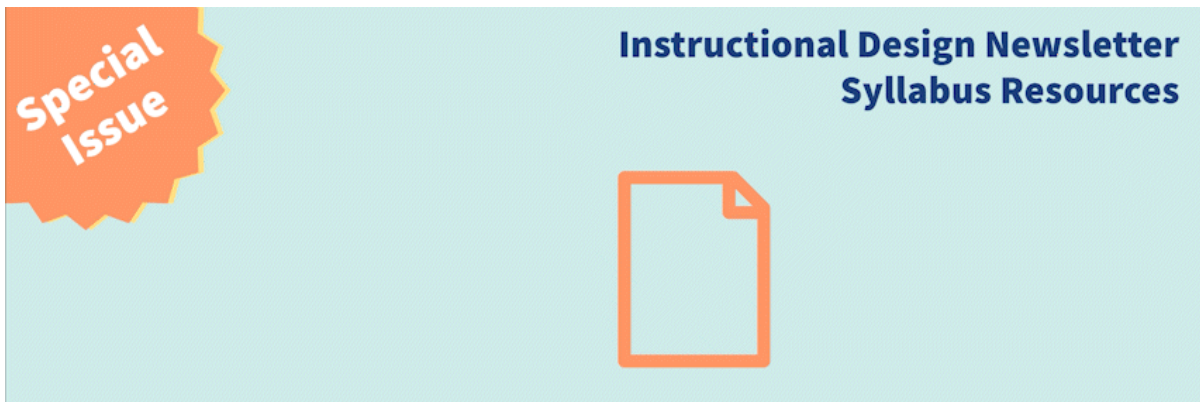


Fall 2022 Syllabus Resources (Required Statements, Toolkit, And More!)

Daigle, Allain

Thu 7/28/2022 10:21 AM

To:Fayette Campus Faculty <FEFACULTY@psu.edu>



August winds carry a tired adage, whispered in the distance:

"read the syllabus...read the syllabus..."

This is good advice. And shared policies establish a clear set of expectations and guidelines for a course.

But, syllabi don't always invite or encourage student engagement. Syllabi can be cold, labyrinthian, and look like a terms and conditions disclaimer. I'm increasingly drawn to ideas like the [liquid syllabus](#), research on [how tone affects student success](#), and building syllabi around [questions and evoking curious attention](#).

As you prepare your courses, I've included resources on...

- 📄 ...the necessary statements you'll need for your syllabus at Penn State Fayette.
 - ★ ...an update on the new tutoring appointment system.
 - 🗒️ ...a special second offering of Jen Wagner's syllabus design workshop (the first one filled up fast).
 - 📁 ...links to syllabus design resources.
-



Required Syllabus Statements



[Faculty Senate Policy 43-00](#) requires that a written (paper or electronic form) syllabus must be distributed to students in each course on or before the first class meeting, and the syllabus must remain available to students electronically until the end of the semester.

At a minimum, all course syllabi need the following information:

- Contact Information for all course instructors
- Required course materials
Course content and expectations
- Location of the program (i.e., class meeting times and location)
- Course Goals and Objectives
- Grade Breakdown by Assessment Type and Percentage
- Examination Policy (include evening exam schedule, if applicable)
- Course Instructions For A Campus Closure
- Academic Integrity Statement
- Disability Accommodation Statement
- Counseling and Psychological Services Statement
- Educational/Report Bias Statement



At the time of this email (to the best knowledge of this Instructional Designer), Penn State does not currently have a mandatory mask requirement policy or COVID-related statement. This is subject to change; resources on statements related to masking can be found at <https://kepteaching.psu.edu/teaching-and-testing/course-policies-and-syllabus/>.

Sample Statements

Looking for content? Look no further.



Word Document

[Click here to access a Word document with syllabus statements you can use to refresh/copy into your own syllabus.](#)



Canvas Page

[Click here to access a Canvas page version of syllabus statements.](#)

You can either copy the text on the Page, or [copy the Page into your course.](#)

★ Tutoring Update ★

Oh dang. Starfish news!

In Fall 2022, students can schedule appointments for course-specific tutoring and in-person writing consultations in Starfish. This process will replace the prior online scheduling system. For more details on the process, [visit the Student Success Center's webpage.](#)*

**The website is in the process of being updated, and will reflect new instructions before classes start.*



Upcoming Event!



Designing Your Syllabus to Support All Learners
(Bonus Second Session)

August 3, 2022

1:00 - 2:30 P.M.

Did you know that the majority of disabled learners in your classroom have invisible disabilities that you can not see? The recommended strategies to reach these disabled learners actually benefit ALL learners in your classroom.

This hands-on workshop will focus on strategies that you can use to make your course more universally designed for all learners. During the workshop, you will be able to apply your new skills to your course syllabus.

Please register in advance to attend this event, space is limited.

[Click here to register.](#)

Syllabus Resources

There are so many excellent resources out there for developing syllabi. I've curated a few top of mind guides: some new, some classic.

- [Syllabus Checklist](#) (Schreyer Institute for Teaching Excellence)
A checklist for required information in your syllabus.
 - [How To Create a Syllabus](#) (The Chronicle of Higher Education)
A wonderfully comprehensive set of resources for developing or refining your syllabus.
 - [Syllabus Review Guide](#) (Center for Urban Education, USC Rossier)
An inquiry tool for promoting racial and ethnic equity and equity-minded practice.
 - [Constructing a Learner-Centered Syllabus](#) (IDEA)
Part 1: A primer on learner-centered syllabi.
Part 2: A tool for assessing your syllabus.
 - [The Student-Centered Syllabus](#) (The Chronicle of Higher Education)
How instructors have taken pandemic-era changes into their post-pandemic teaching.
-



The contents of this e-mail do not necessarily represent the views or policies of Penn State.