



MCKENDREE
UNIVERSITY

The mission of McKendree University is to provide a high quality educational experience to outstanding students.

~Responsible Citizenship ~Engagement ~Academic Excellence ~Lifelong Learning~

Click or tap to enter **Course Code** – Click or tap to enter **Course Title** –
Click or tap to enter **Term**

Instructor:
Office:
Office Hours:

Email:
Phone:

Course Information

[Course description, credit hours, course prerequisites (i.e. copy language from catalog)]

Course Learning Objectives

- Course Objectives
 - [List]
- Program Objectives
 - [List if applicable]
- General Education Objectives
 - [List if applicable]

[Check with your division Chair and other instructors to determine if there are required learning objectives for the course. If the course is part of the General Education curriculum, then it must include learning objectives and graded assignments that have been approved by the General Education Review Committee. The course may also have required learning objectives associated with programs such as majors and minors. If a course has no associated General Education or program objectives, then only course objectives are required.]

Required Course Text(s) and Materials

[Insert required course text(s) and other materials required for successful course completion]

General Class Policies

[i.e. Exams, Assignments, Rubrics, etc.]

Attendance

[Insert attendance policy here or insert catalog attendance policy]

Classroom Civility, Diversity, and Inclusion

[Insert policy here to reflect course rules for civil behavior and respect for diversity. Policies should be consistent with the McKendree University mission and professional standards. See the STAR Resources on the [McKendree Virtual Center](#) for Teaching Excellence for sample policy statements.]

Academic Honesty

Any student detected of academic dishonesty will receive the appropriate sanctions, which can include a failing grade ("F") for the course. In cases of serious violations, additional sanctions (such as academic probation or suspension) are possible. For the full academic honesty policies and procedures, see the University Catalog. [Include consequences for breaking academic honesty policies.]

Artificial Intelligence

[Insert policy here. See the STAR Resources on the [McKendree Virtual Center](#) for Teaching Excellence for sample policies.]

Accommodations and ADA Policy

In accordance with the Americans with Disabilities Act (ADA), McKendree University provides services, auxiliary aids, and accommodations to meet the unique learning needs of students with disabilities.

Students with officially documented disabilities, medical needs, legal problems, or who are the victims of crimes may qualify for educational accommodations. A student requiring assistance should contact the McKendree Student Success and Advising Center (SSAC). The SSAC provides coordination and implementation of special accommodations for students with documented disabilities.

Accommodations must be renewed every academic year and an accommodation letter from the SSAC must be presented to faculty every semester. Accommodations begin in the classroom, both virtual and face-to-face, the day that the accommodation letter is provided to the faculty member. Accommodations are not retroactive.

For further information regarding university or course policies, please consult with your instructor and/or refer to the catalog.

Additional Policies

[See the STAR Resources on the [McKendree Virtual Center](#) for Teaching Excellence for additional policies such as a cell phone policy, Title IX, Counseling Services, late-work policy, etc.]

Assignments

[Insert assignment descriptions. Check with your division chair to determine if there are required shared assignments for the course. If the course is part of the General Education curriculum, then it must include an assignment linked to the student learning outcome. There also may be an associated rubric.]

Grading Information

Assignment Title	Points
	XX Points
TOTAL	XX Points

Grading Scale

93-100%	A	77-79%	C+
90-92%	A-	73-76%	C
87-89%	B+	70-72%	C-
83-86%	B	60-69%	D
80-82%	B-	0-59%	F

Course Schedule

[Detailed Outline of Course Schedule by Module/Week/Course/or Day]

Module (Week)	Date	Activities/Chapter	Assignment	Due Date

If necessary, adjustments to the Grading Information and/or Course Schedule may occur.