FYS Curricular and Co-curricular Expectations:  
(Syllabus Checklist)

Given its relationship to both the Integrative Studies and FYE program, each course must meet certain curricular expectations. It is expected that all FYS courses and faculty will:

1. Meet the academic goals of the FYE program (Available for review at www.otterbein.edu/fye)
2. Introduce students to the five goals of the Integrative Studies (I.S.) Program. (Available for review at (http://www.otterbein.edu/public/Academics/SchoolsUniversityPrograms/UniversityPrograms/integrativestudies.aspx)
3. Emphasize one of the five I.S. goals in its theme, content, and objectives (one that complements its disciplinary focus and aims)
4. Introduce the concepts, skills, and practices of integrative learning
5. Introduce students to the e-portfolio using a course portfolio.
6. Require a reflection paper assignment common to all FYS courses that asks students to consider the role of the five I.S. goals in the context of a college education, and for adult learners, their life experiences. (this will be provided by the INST and FYE program)
7. Devote one quarter of the course (can include both in and out of class time) to co-curricular programming (e.g. information literacy sessions, e-portfolio development, common book programming, information and planning sessions for internships, study abroad, and other Cardinal Experiences).
8. Integrate a peer mentor (an upperclass student trained to work in the program) who may assist with e-portfolio development, common book reading groups, or other activities and initiatives
9. Support the Common Book Program. This includes, but is not limited to, the instructor having read the book, facilitating a discussion on the book, acknowledging the summer writing assignment, attending the convocation with their FYS course and supporting student involvement in Common Book related programming.
10. FYS faculty are also expected to connect first-year students to resources on campus and to support the transition of new students to the Otterbein campus. This can include, but is not limited to, attending at least one summer orientation session, participating in New Student Weekend activities, and additional supplemental FYE programming.
11. Syllabus should include documentation of meeting the expectations. Also, standard information such as attendance policy, grading policy, schedule for the course, disability statement and academic honesty statement should be included.

Spring 2012