

a given semester or term.

Template and Master Course Record form for the contracted course (electronic or

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Approved by Cabinet: April 23, 2019

Approved by Governance: August 6, 2008;
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Approved by Cabinet: April 23, 2019
Approved by Governance: August 6, 2008;
Approved by President: August 6 2008; May 28, 2013, April 23, 2019

be provided a written notification of any changes in course requirements and assignments.

J. Copyright Use:

In many instances, the instructor may make copyrighted material available to the students. It is important for students to remember that the material is provided for educational purposes only, and that it is against the law for students to photocopy and distribute copyrighted materials.

III. *Course Schedule

- A. Outline of course content.
- B. Schedule of course activities including testing dates, assignments and assignment due dates.
- C. Required readings with author, title of book, and page numbers
- D. Recommended readings
- E. Supplemental learning resources

*These policies or statements must appear on all course syllabi.