

 FLORIDA ATLANTIC UNIVERSITY	NEW COURSE PROPOSAL Undergraduate Programs		UUPC Approval <u>11/7/2022</u> UFS Approval _____ SCNS Submittal _____ Confirmed _____ Banner Posted _____ Catalog _____
	Department College <i>(To obtain a course number, contact erudolph@fau.edu)</i>		
Prefix Number	<i>(L = Lab Course; C = Combined Lecture/Lab; add if appropriate)</i> Lab Code	Type of Course	Course Title
Credits <i>(See Definition of a Credit Hour)</i>	Grading <i>(Select One Option)</i> Regular Sat/UnSat	Course Description <i>(Syllabus must be attached; see Template and Guidelines)</i>	
Effective Date <i>(TERM & YEAR)</i>			
Prerequisites, with minimum grade*		Corequisites	Registration Controls <i>(Major, College, Level)</i>
*Default minimum passing grade is D-. Prereqs., Coreqs. & Reg. Controls are enforced for all sections of course			
WAC/Gordon Rule Course Yes No WAC/Gordon Rule criteria must be indicated in syllabus and approval attached to proposal. See WAC Guidelines .		Intellectual Foundations Program (General Education) Requirement <i>(Select One Option)</i> General Education criteria must be indicated in the syllabus and approval attached to the proposal. See Intellectual Foundations Guidelines .	
Minimum qualifications to teach course			
Faculty Contact/Email/Phone		List/Attach comments from departments affected by new course	
Approved by			Date
Department Chair <u>N/A</u>			_____
College Curriculum Chair <u>N/A</u>			_____
College Dean <u>Daniel Meeroff</u>			<u>10/25/22</u>
UUPC Chair <u>Ethlyn Williams</u>			<u>11/7/2022</u>
Undergraduate Studies Dean <u>Daniel Meeroff</u>			<u>11/7/2022</u>
UFS President _____			_____
Provost _____			_____

Email this form and syllabus to mjenning@fau.edu seven business days before the UUPC meeting.

IDS 4895
Professional Capstone
1-4 Credits

Prof. XXXXX YYYYY
Office: XXXXX
Office hours: XXX
Telephone: 561-297-XXXX
Email: zzzzz@fau.edu

Course Description

Students complete a culminating product/performance that is reflective of applied expertise gained in the competency areas of their undergraduate studies with a focus on demonstrating academic program reflection and career readiness. This course is intended to be taken in the semester of graduation.

Prerequisites/Corequisites

This course is intended to be taken in the semester of graduation. Registration is granted by Department Approval only.

Course Objectives/Student Learning Outcomes

- 1) Ability to demonstrate content knowledge in the core competency areas of the degree program
- 2) Ability to demonstrate competency in oral/written communication skills and use of technology for communication appropriate to professional environments
- 3) Ability to demonstrate critical thinking in problem solving and decision making with a focus on creative skills and practical skills
- 4) Ability to demonstrate an understanding of issues related to diversity, equity, and inclusion in US society through perspective taking, cultural knowledge/self-awareness, or personal/social responsibility

Course Delivery Mode

This course is accessible through FAU's learning management system, Canvas. You must log into Canvas with your FAU ID and Password to access the materials and assignments in this course. If you do not know your FAU ID or Password, contact OIT for help.

This course has variable credit hours (1-4). For traditionally delivered courses, not less than one (1) hour of classroom or direct faculty instruction each week for fifteen (15) weeks per Fall or Spring semester, and a minimum of two (2) hours of out-of-class student work for each credit hour. Equivalent time and effort are required for Summer Semesters, which usually have a shortened timeframe. Fully Online courses, hybrid, shortened, intensive format courses, and other non-traditional modes of delivery will demonstrate equivalent time and effort.

Course Evaluation Method

A grade of “C” or better is required for successful completion of this course.

Attendance & Individual Meetings	10%
Expectations Assignment	5%
Capstone Proposal	15%
Capstone Project Draft	15%
Capstone Presentation/Performance	25%
Capstone Written Product	25%
DEI Module Assessment	5%

Course Grading Scale

A = 93-100, A- = 90-92, B+ = 87-89, B = 83-86, B- = 80-82, C+ = 77-79,

C = 73-76, C- = 70-72, D+ = 67-69, D = 63-66, D- = 60-62, F = 1-59

A grade of “C” or better is required for successful completion of this course.

Policy on Makeup Tests, Late Work, and Incompletes

Late work is not acceptable. Please note that students may not be penalized for absences due to participation in University-approved activities, including athletic or scholastics teams, musical and theatrical performances, and debate activities.

Instructors must allow these students to make up missed work without any reduction in the student’s final course grade. Reasonable accommodation must also be made for students participating in a religious observance. Also, note that grades of Incomplete (“I”) are reserved for students who are passing a course but have not completed all the required work because of exceptional circumstances.

Policy on the Recording of Lectures

Students enrolled in this course may record video or audio of class lectures for their own personal educational use. A class lecture is defined as a formal or methodical oral presentation as part of a university course intended to present information or teach students about a particular subject. Recording class activities other than class lectures, including but not limited to student presentations (whether individually or as part of a group), class discussion (except when incidental to and incorporated within a class lecture), labs, clinical presentations such as patient history, academic exercises involving student participation, test or examination administrations, field trips, and private conversations between students in the class or between a student and the lecturer, is prohibited. Recordings may not be used as a substitute for class participation or class attendance and may not be published or shared without the written consent of the faculty member. Failure to adhere to these requirements may constitute a violation of the University’s Student Code of Conduct and/or the Code of Academic Integrity.

Attendance Policy

Students are expected to attend all their scheduled University classes and to satisfy all academic objectives as outlined by the instructor. The effect of absences upon grades is determined by the instructor, and the University reserves the right to deal at any time with individual cases of non-attendance. Students are responsible for arranging to make

up work missed because of legitimate class absence, such as illness, family emergencies, military obligation, court-imposed legal obligations or participation in University-approved activities. Examples of University-approved reasons for absences include participating on an athletic or scholastic team, musical and theatrical performances and debate activities. It is the student's responsibility to give the instructor notice prior to any anticipated absences and within a reasonable amount of time after an unanticipated absence, ordinarily by the next scheduled class meeting. Instructors must allow each student who is absent for a University-approved reason the opportunity to make up work missed without any reduction in the student's final course grade as a direct result of such absence.

Counseling and Psychological Services (CAPS) Center

Life as a university student can be challenging physically, mentally and emotionally. Students who find stress negatively affecting their ability to achieve academic or personal goals may wish to consider utilizing FAU's Counseling and Psychological Services (CAPS) Center. CAPS provides FAU students a range of services – individual counseling, support meetings, and psychiatric services, to name a few – offered to help improve and maintain emotional well-being. For more information, go to <http://www.fau.edu/counseling/>

Disability Policy

In compliance with the Americans with Disabilities Act Amendments Act (ADAAA), students who require reasonable accommodations due to a disability to properly execute coursework must register with Student Accessibility Services (SAS) and follow all SAS procedures. SAS has offices across three of FAU's campuses – Boca Raton, Davie and Jupiter – however disability services are available for students on all campuses. For more information, please visit the SAS website at www.fau.edu/sas/.

Code of Academic Integrity

Students at Florida Atlantic University are expected to maintain the highest ethical standards. Academic dishonesty is considered a serious breach of these ethical standards, because it interferes with the university mission to provide a high quality education in which no student enjoys an unfair advantage over any other. Academic dishonesty is also destructive of the university community, which is grounded in a system of mutual trust and places high value on personal integrity and individual responsibility. Harsh penalties are associated with academic dishonesty. For more information, see [University Regulation 4.001](#).

Required Texts/Readings

There is no required text, but a literature search and bibliography are expected.

Course Topical Outline

Module/Week	Topic	Assignment
1	Introduction. Review expectations, assessment rubric, and plan the culminating product/performance	Syllabus quiz Expectations assignment
2	Draft a capstone product/performance framework for the proposal. Develop a thesis or purpose statement, document evidence or significance of the work, review literature, select methodology. Craft an organized outline and action plan.	Capstone Proposal Review and Faculty Approval
3	Address feedback from proposal and refine capstone product/performance.	Capstone students will meet with Office of Undergraduate Research and Inquiry Peer Mentor
4	Review, prepare and deliver draft presentation	Draft Report/Presentation
5	Complete assignment on diversity, equity, and inclusion in US society. Demonstrate perspective taking, cultural knowledge/self-awareness, or personal/social responsibility	DEI Module Assessment
6	Prepare and present final capstone product/performance	Final Capstone Product/Performance