

 **Discover Chicago Course Proposal Form**

Before getting started on this form, please visit [Proposing a Course on the First-Year Program website](http://academics.depaul.edu/liberal-studies/first-year-program/for-faculty/Pages/proposing-a-course.aspx).

 **Personal Information**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Department/Program/Office: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Reminder: the proposer of the course should be the person who plans to teach the course.**

Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Highest academic degree obtained: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of years of college teaching experience: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of years at DePaul: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Chair/Director/Supervisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Chair/Director/Supervisor's Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **Proposed Course**

Course Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Course Description:

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Anticipated first time teaching the course: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I would like this course to be considered as an Honors course: \_\_\_YES \_\_\_NO

**See**[**Honors website**](https://academics.depaul.edu/honors/faculty-and-staff/faculty/Documents/HONORSCHICAGOQUARTER.pdf)**for information about the Honors Program version of Chicago Quarter courses.**

I would like to learn more about how I can work with the [Steans Center](http://steans.depaul.edu/) to incorporate a service-learning component in this class: \_\_\_YES \_\_\_NO

 **Chicago-Based Course Activities**

Provide a draft of the schedule that describes the daily activities you have in mind for Immersion Week. These should include at least four excursions tied to the subject matter of the course. The excursions should demonstrate geographic diversity across Chicago.

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Describe projects, assignments, and other formal activities that require students to draw connections between the academic content of the course and their experiences during Immersion Week.

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New Student Service Day and/or other service opportunities and sites (Responding to this item is optional; University Ministry is happy to work with instructors on appropriate NSSD sites.)

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 **Readings**

Briefly identify the readings that will be assigned for this course.

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The approximate page count of the required reading for this course: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **Writing Expectations**

Chicago Quarter classes should develop students' writing and rhetorical skills. Provide brief explanations of how the course will meet each of the following writing requirements.

1. List the writing assignments and page lengths required for the course. Writing assignments should be divided between at least two different types of assignments (e.g., essay, research paper, journals, group project, site visit report, readings-based assignment). There should be at least 12 pages of writing, including at least 7 pages of formal writing (typed and graded).

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2. Describe a written assignment that requires that students integrate their experiences engaging with Chicago during the class. [Describe the assignment as though it is written for students.]

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3. Describe a written assignment that requires that students identify and use Chicago resources. [Describe the assignment as though it is written for students.]

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 **Connection to DePaul Mission**

Describe the connection between course content and DePaul University’s mission (e.g., connection to human dignity, diversity and inclusion, access, social justice, service, Vincentian heritage, etc.). View [DePaul mission statement](https://offices.depaul.edu/mission-ministry/about/Documents/DePaul%20University%20Mission%20Statement.pdf).

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 **Liberal Studies Program Learning Goals & Outcomes**

Choose **one** goal from the drop-down menu and describe how your course would meet this goal. [Explanation and Description of Learning Goals](https://academics.depaul.edu/liberal-studies/Documents/LSP%20LOs%202018.pdf)

\_\_\_Mastery of Content \_\_\_Intellectual and Creative Skills

\_\_\_Personal and Social Responsibility \_\_\_Intercultural and Global Understanding

\_\_\_Integration of Learning \_\_\_Preparation for Career and Beyond

Describe:

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 **Sample Syllabus (Optional)**

If you wish, provide a sample syllabus as an email attachment, identifying a tentative list of readings along with what topics will be covered during the ten weeks of instruction and indicating how writing assignments will be linked to the readings and experiential elements of the course.

**Note:** If you plan on showing films, there is a limit of 15% of class time.

 **Additional Information**

Any comments?

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 **Acknowledgement**

Provide your initials next to each acknowledgement to certify you understand your commitment to teach a Discover Chicago course.

\_\_\_I am aware that Discover Chicago is team taught by a faculty instructor, a staff professional, and a student mentor.

\_\_\_I am aware that Discover Chicago meets all day during Immersion Week (the week before the first week of classes) and then meets for 2.5 hours a week during the first seven weeks of Autumn Quarter, with the eighth serving as a Finals Week.

\_\_\_I am aware that, with the exception of Honors sections, all Discover Chicago classes and their teaching teams participate in New Student Service Day.

\_\_\_I am aware that Common Hour, primarily led by the student mentor and staff professional, constitutes three hours of Immersion Week and one of the 2.5 weekly hours of each class in the Autumn Quarter.

\_\_\_I am aware that Common Hour counts for 20% of the course grade.

\_\_\_I am familiar with the content of the [Chicago Quarter Faculty Handbook](http://academics.depaul.edu/liberal-studies/first-year-program/for-faculty/Pages/handbooks-resources.aspx).