

COURSE DESIGN POLICY

Policy #	AA-432	Revision #	02
Accessibility level	A	Effective date	01/20/2021

1. Scope

This policy applies to all new credit-bearing course proposals.

2. Policy

2.1. The design and structure of FBSU's courses will be aligned to the University and program's mission and goals and will:

- A. contribute to the development and assessment of the graduate attributes of the program(s) in which they are offered;
- B. have a defined set of benchmarked course learning outcomes that support those graduate attributes;
- C. constructively align learning activities and assessment tasks to ensure the development and attainment of those learning outcomes;
- D. build on clearly stated prerequisite knowledge and/or assumed background;
- E. comply with FBSU's numeric coding system that identifies the discipline area and level of the course; and
- F. have an expected student workload that corresponds to the unit value of the course.

2.2. The respective Dean will ensure:

- A. courses are consistent with the University's academic and/or strategic priorities;
- B. courses incorporate appropriate:
 - learning experiences,
 - teaching methods, and
 - methods of assessment of student learning;
- C. the quality and integrity of FBSU's courses meet the highest academic standards;
- D. direct consultation occurs with:
 - all relevant academic units that can contribute to respective areas of discipline expertise;
 - all relevant organizational units and their leaders in relation to resource implications (e.g. colleges, institutes and faculties teaching into the course);
 - the Graduate Studies College, where applicable, and
 - relevant external and accreditation bodies, where applicable.
- E. Compliance with all relevant legislation.

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3. Related Documents

- 3.1 Course Design Procedures (AA-432-P01)
- 3.2 New Program Design Policy (AA-424)
- 3.3 New Program Design Procedures (AA-424-P01)
- 3.4 Guide to Writing Learning Outcomes (AA-407-G01)
- 3.5 Guide to Learning Outcomes Assessment (AA-407-G02)
- 3.6 Guide to Graduate Attributes Assessment (AA-407-G03)