UNIVERSITY OF BALTIMORE
Academic Policy Cover Sheet
(See Process for Academic Policy Development, Revision or Discontinuance)

INITIATING GROUP / UNIT: LAW ❑ MSB❑ YGCLA ❑ UFS ❑ Office of the Provost ❑ LDEIC ☑	
CONTACT NAME: *Oblak / Potthast*	**PHONE:** *5260 / 5342*
POLICY TITLE: *Learning Community & First-Year Seminar Principles*	
APPLIES TO: LAW ❑ MSB ☑ YGCLA ☑	
SPECIFIC PROGRAM (if applicable):	
PROPOSED IMPLEMENTATION DATE / SEMESTER: *Fall, 2007*	

Box 1: ACTION ITEM (check appropriate box)		DOCUMENTS REQUIRED (see box 2 below)	REVIEW / APPROVAL SEQUENCE (see box 3 below)
x	1. New Policy	AB – others as appropriate	ABCDE – varies
	2. Policy Revision	AB – others as appropriate	ABCDE – varies
	3. Discontinuance of Existing Policy	AB	ABCDE – varies

Box 2: DOCUMENTATION (check boxes of documents included) (may include documents in addition to required ones)					
x	A. AP Cover Sheet (this document)		D. Additional Forms (as may be needed to support procedures)		F. Other (please list)
x	B. AP Proposal Summary		E. Samples of Similar Policies		
	C. Procedures (as appropriate)				

Box 3: REVIEW / APPROVAL SEQUENCE	SIGNATURES (as appropriate)	DATE	
A. School / College Dean	*Susan Zacur* (W/hr) *3/29/07*		*4/26/07*
B. Policy Coordinator	*Marilyn Oblak 4/2/07* *Pamela Levin*	*5/1/07*	
C. Academic Policy Review Committee Chair (UFS subcommittee--CRC)			
D. University Faculty Senate Chair (UFS option)	*Fred Guy*	*5/9/07*	
E. Provost and Senior Vice President for Academic Affairs	*Jundi M Gundell*	*7/24/07*	
F. Attorney General's Office	Signature not required. If AG review is necessary, the date of approval may be received via e-mail and would be added by the Policy Coordinator.		
G. 10-Day Open Comment Period			
H. President			
I. USM / Board of Regents – approval	Signature not required. If USM review is necessary, the date of approval would be added by the Policy Coordinator.		

Academic Policy Proposal Summary

INITIATING GROUP / UNIT: LAW ❑ MSB ❑ YGCLA ❑ UFS ❑ Office of the Provost LDEIC ☑	
CONTACT NAME: Marilyn Oblak; Peggy Potthast	**PHONE:** x5260; x5342
POLICY TITLE: *Learning Community & First-Year Seminar Principles*	
APPLIES TO: LAW ❑ MSB X YGCLA X	
SPECIFIC PROGRAM (if applicable):	
PROPOSED IMPLEMENTATION DATE / SEMESTER: Fall 2007	

I.   Statement of Purpose:

- **Learning communities and the first-year seminars will be important required components of the first-year experience for students entering in fall, 2007. This policy defines the principles underlying the offering of learning communities and first-year seminars.**

II.   Policy (including authority for policy waiver, exclusions, or sanctions, if any) can be attached if too lengthy for this box.

See attached

III. Reason(s) for Proposed Policy

- **To communicate role and operating principles of learning communities and first-year seminars as a part of the first-year experience.**

INITIATING GROUP / UNIT:	LAW ❑ MSB ❑ YGCLA ❑ UFS ❑ Office of the Provost LDEIC ☑
CONTACT NAME: Marilyn Oblak; Peggy Potthast	PHONE: x5260; x5342
POLICY TITLE: *Learning Community & First-Year Seminar Principles*	
PROPOSED IMPLEMENTATION DATE / SEMESTER: Fall 2007	

IV. Current Policy (if proposal is a revision or discontinuance), including date of adoption if available, can be attached if too lengthy for this box.

None currently exist.

V. Other (who was consulted, definition of terms, etc.)

Developed by the Lower-Division Education Implementation Committee (LDEIC).

LEARNING COMMUNITIES & FIRST YEAR SEMINARS (March 12, 2007)

FIRST YEAR STUDENTS
An FSP student is a student admitted with fewer than 24 credits to the First and Second year Program. A first year transfer student is a student admitted with 24 to 29 credits.

LEARNING COMMUNITIES

Definition of a Learning Community

A Learning Community at UB will have the following characteristics:

- A learning community consists of two or more theme-based courses
- A learning community requires simultaneous enrollment in all learning community courses (cohort-based)
- A learning community requires integration of the learning community courses by the learning community faculty
- A learning community provides opportunities for student development and learning both inside and outside the classroom.

Principles and guidelines

1. Implementation of the learning communities in any semester is determined by the FSP director in consultation with faculty and deans.
2. Learning communities are designed for full-time day students.
3. Faculty members teaching any course within a learning community will issue mid-term grades.
4. FSP students are required to enroll in two learning communities. However, FSP students admitted with 15-23 credits (AP, IB, etc) may waive the requirement of the second learning community with written approval of the FSP director. First year transfer students may enroll in a learning community with written approval of the FSP director.
5. In rare circumstances students may withdraw from one or more learning community courses with the written approval of the FSP director in consultation with the learning community faculty members.

FIRST YEAR SEMINARS

IDIS 101 *First Year Seminar: Applied Learning and Study Skills* is an innovative 2-credit course that combines classroom and online instruction with campus activities to give students practical, adaptable skills that will help them to achieve their academic goals. In addition, it will give them opportunities to reflect and build on their understanding of themselves as students and their abilities to set and achieve personal, academic, and professional learning goals. Finally, it will serve as an extended orientation to facilitate their awareness of UB, our resources, and our goals to provide and support their learning experiences. In this course, students will create a four-year plan for their personal success. They will also develop an electronic portfolio that they can expand throughout their academic career at UB. The e-portfolio will record not only what they are learning, but how they are developing their skills in communication, critical thinking, leadership, cultural competence, personal management, and other areas required for success in the work force and throughout life.

IDIS 102 *Critical Thinking and Cultural Awareness* is a 1-credit course that students can take after successfully completing IDIS 101. In this course, students will continue to strengthen their abilities to be both systematic and creative in analyzing and synthesizing information to solve problems and will focus this understanding on the knowledge, skills, and personal attributes college graduates need to live and work in a diverse world.

Principles and guidelines

1. IDIS 101 is a co-requisite with a first semester learning community and is, therefore, required of all FSP students.
2. Students may elect to take IDIS 102, but IDIS 102 is not a substitute for IDIS 101.
3. Other students may enroll in IDIS 101 or IDIS 102 with the written approval of the FSP director.
4. FSP students who have completed a learning styles and study skills course at another institution of higher education with a grade of C- or better may request a waiver from the IDIS 101 requirement by providing appropriate documentation (transcript and course description) to the FSP director.
5. Only students who have taken IDIS 101 at the University of Baltimore are eligible to participate in the electronic portfolio project.