Independent Study/ Research Sample Syllabus

Each unit (school, college, department) within the University may establish parameters for independent study or research course(s) that allow students to complete self-directed learning experiences with faculty oversight and guidance.

The purpose of a syllabus is to document University policies and procedures that meet the Federal requirements for institutions of higher learning, and to provide basic guidance in how the course will be conducted. Each unit may develop more specific guidance for independent study/research courses that best meets their needs**.**

The sample syllabus presented here provides guidance for the minimum requirements for review by the UNM Faculty Senate curriculum committee(s).

SAMPLE SYLLABUS FOR INDEPENDENT STUDY OR RESEARCH

**Course Title:**

**Course Number:**

**Course Credits**: *enter range for variable credit course [e.g., variable 1-6]*

**Instructor:** *variable or*

*Instructor and contact information if offered by a single instructor.*

**Course Meeting Day and Time**: *As arranged between individual student and instructor*

**Course Description**:

*At a minimum enter the description to be listed in the UNM course catalog. Alternatively, describe the course content, purpose, contributions, etc and what the learner may expect if enrolled in the course.*

**Course Goals:**

*Broad and general statement – see below for examples*

Examples

* The student will conduct in-depth study/research on a topic of choice, and craft a project of significant value to the field of study. The student will meet with the instructor regularly to discuss progress, revision, and reorganization.
* The specific research goals will be different for each independent researcher and will be established by the student and the supervising instructor.
* The primary goal of the course is to provide students with research exploration of a specific topic of interest to the individual student under the advisement of an instructor who will monitor and critique the student’s progress.

**Student Learning Outcomes:**

*Variable, depending on unit specifications. May be broad to cover range of student interests*

Examples

* Specific learning outcomes will be negotiated between student and instructor
* Design an independent scientific investigation of an identified issue.
* Analyze and discuss the identified issue and the results of the investigation
* Synthesize concepts as they relate to the student’s specialty area
* Critically evaluate information in their chosen field
* Effectively communicate information through oral or written reports
* Uphold standards of ethical practice

**Course Requirements:**

*Variable depending on unit specifications. List departmental specific requirements such as written proposal or study contract here.*

Examples

* The student and instructor will define the deliverables for this course.

**Grading:**

*Variable by topic and instructor. The independent study deliverables should be sufficient to evaluate the level of learning and mastery of the chosen topic given the number of credits.*

Example

* Grades are based on individual meeting participation, assignment completion, and the quality of work.

|  |  |
| --- | --- |
| **Grade** | **Explanation** |
| A | Student displays strong command of the subject matter. Presentations and projects go above and beyond the expected requirements. |
| B | Student displays good understanding of the subject matter. Presentations are accurate and comprehensive. Projects faithfully implement the NPR techniques and produce the expected results. |
| C | Student displays some understanding of the subject. Presentations and projects meet most but not all of the requirements. |

**Course Schedule:**

*Variable, meetings between student and instructor will vary by project.*

One semester credit is approximately 45 hours clock hours of independent study activity.

**Accommodation Statement:**

*An Accommodation statement is required for all syllabi. There is* ***no*** *specifically*

*required wording. Listed below are two options acceptable to Accessibility Resource*

*Center. NOTE: HSC, Law and distant campuses have/may have alternative and*

*acceptable wording.*

“In accordance with University Policy 2310 and the Americans with Disabilities Act (ADA), academic accommodations may be made for any student who notifies the instructor of the need for an accommodation. It is imperative that you take the initiative to bring such needs to the instructor’s attention, as he/she are not legally permitted to inquire. Students who may require assistance in emergency evacuations should contact the instructor as to the most appropriate procedures to follow. Contact Accessibility Resource Center at 277-3506 for additional information.”

**OR**

Accessibility Resources Center (Mesa Vista Hall 2021, 277-3506) provides academic support to students who have disabilities. If you think you need alternative accessible formats for undertaking and completing coursework, you should contact this service right away to assure your needs are met in a timely manner. If you need local assistance in contacting the Accessibility Resources Center, see the <*enter your academic program office and/or contact information here>.*

**Title IX Statement:**

*There is no University specific language nor is there a requirement that Title IX be*

*included in the syllabus. Please check for your department, school, college or campus requirements a preferred wording. Two options are listed below.*

In an effort to meet obligations under Title IX, UNM faculty, Teaching Assistants, and Graduate

Assistants are considered “responsible employees” by the Department of Education (see pg 15 - http://www2.ed.gov/about/offices/list/ocr/docs/qa-201404-title-ix.pdf). This designation requires that

any report of gender discrimination which includes sexual harassment, sexual misconduct and sexual

violence made to a faculty member, TA, or GA must be reported to the Title IX Coordinator at the

Office of Equal Opportunity (oeo.unm.edu). For more information on the campus policy regarding

sexual misconduct, see: https://policy.unm.edu/university-policies/2000/2740.html

***OR***

A Note About Sexual Violence and Sexual Misconduct: As a UNM faculty member, I am required to inform the Title IX Coordinator at the Office of Equal Opportunity (oeo.unm.edu) of any report I receive of gender discrimination which includes sexual harassment, sexual misconduct, and/or sexual violence. You can read the full campus policy regarding sexual misconduct at <https://policy.unm.edu/universitypolicies/> 2000/2740.html. If you have experienced sexual violence or sexual misconduct, please ask a faculty or staff member for help or contact the LoboRESPECT Advocacy Center.

**Academic Integrity Statement**

*There is no University specific language or requirement that an Academic Integrity*

*Statement be included in the syllabus although many recommend it. Departments,*

*schools, colleges or campuses may require different wording. Listed below is the*

*statement listed in the UNM Student Handbook*

Each student is expected to maintain the highest standards of honesty and integrity in academic and

professional matters. The University reserves the right to take disciplinary action, up to and including

dismissal, against any student who is found guilty of academic dishonesty or otherwise fails to meet

the standards. Any student judged to have engaged in academic dishonesty in course work may receive

a reduced or failing grade for the work in question and/or for the course.

Academic dishonesty includes, but is not limited to, dishonesty in quizzes, tests, or assignments;

claiming credit for work not done or done by others; hindering the academic work of other students;

misrepresenting academic or professional qualifications within or without the University; and

nondisclosure or misrepresentation in filling out applications or other University records.

**Other Items:**

*Each course, program, department, school/college, campus may have other specific*

*requirements beyond those listed above. Feel free to include such topics at your*

*discretion while recognizing that inclusion of such is not a requirement for review by*

*the Faculty Senate Curriculum Committee.*