

Procedure for Ensuring Diversity, Equity, Inclusion, and Universal Design for Learning in the Course Outline of Record

No new course or course modification will be placed for First Reading without adhering to this procedure.

Course Development/Modification

During course development or a course modification, faculty are to include language in at least one element of the Course Outline of Record (COR) that describes “approaches faculty may use to accommodate and engage diverse student bodies, advance equitable student outcomes, and promote the inclusion of all students, and which elements of the COR use or describe approaches faculty may use to accommodate the needs and abilities of all learners and develop a flexible learning environment in which information is presented in multiple ways, students engage in learning in a variety of ways, and students are provided options when demonstrating their learning.” Faculty are required to identify the elements of the COR by checking boxes next to the appropriate elements on the IDEAA page of the course proposal in CurriQunet.

Technical Review Process

During the technical review process at the Division Technical Review, Curriculum Technical Review, and Curriculum Chair levels, course outlines of record are analyzed by faculty to ensure Diversity, Equity, Inclusion, and Universal Design for Learning Practices included in at least one element of the COR. Reviewers will verify if the language is included where faculty identify on the IDEAA page and may offer suggestions, request modifications, or require specific changes to the wording through CurriQunet.