

Student College (StuCo) Pilot Proposal

Pilot Proposal: We propose to run StuCo as a pilot during the 2002-03 academic year. We would use the remainder of the Fall, 2001 semester to publicize StuCo in order to obtain course applications that would be due by the third week of the Spring, 2002 semester (see timeline above), to be offered beginning Fall, 2002.

We would report back to the UEC with course enrollment and evaluation statistics at mid-term and end of the Fall, 2002 semester, or at any other juncture as the UEC would deem necessary.

Mission: The Student College is being established to provide members of the Carnegie Mellon community with the opportunity to share in educational course-based experiences that are not available through regular university offerings, as led by Carnegie Mellon students.

Calendar: StuCo attempts as much as possible to be aligned with the University calendar in an effort to take advantage of standard university procedures, e.g., midterm/final periods, course registration deadlines, etc. StuCo courses run for either a single semester or a mini-semester, and observe the same respective start and stop dates as other University courses. No StuCo course will be offered prior to 6:30pm on weekdays.

Participation: All members of the University community are eligible to take StuCo courses. However, only students (graduate and undergraduate) are eligible to teach StuCo courses.

Credit: Carnegie Mellon undergraduate students who *enroll in*, and pass a course evaluation of, a StuCo course will receive 1 Free Elective unit for that course. Carnegie Mellon undergraduate students who *teach*, and pass a course evaluation of, a StuCo course will receive 2 Free Elective units for that course. StuCo Free Elective units are applied to graduation requirements in the same

manner as Physical Education units (e.g., they would fall under the 9 unit maximum applied to degree requirements). All StuCo course units shall be graded pass/fail.

Credit is being assigned to ensure that there is a level of academic responsibility on the part of both the instructor and students. It is to legitimize the intellectual endeavor, not to provide an incentive to enroll to pad one's resume or to accumulate units.

Committee: The StuCo committee is responsible for the administration of the Student College. These responsibilities include course selection, course registration, teacher guidance, course evaluation, finances, and publicity. The Committee must be available to meet weekly at a specific time/place to deal with concerns as necessary, and must record all major concerns and decisions.

The Committee is made up of three executive student positions (President, Secretary, Treasurer), one faculty adviser, the Director of the Undergraduate Research Initiative (ex-officio), and any reasonable number of additional assistant students. All Committee members are permitted to take StuCo courses in the same semester in which they are serving on the Committee, however they may not take part in the Committee evaluations of the courses in which they are enrolled.

The faculty adviser serves a 4-semester term. The executive students serve 2-semester terms. The assistant students serve 1-semester terms.

The UEC will select the initial 3 executive students and the initial faculty adviser, for the first 2-semester term. That core group will then select assistant students each semester to complete the Committee. After the first 2-semester term, the Committee will select its next 3 executive students and faculty adviser, using a majority vote. The new Committee will then select assistant students each semester to complete the membership.

Major decisions are voted on within the Committee. A decision will be rendered based upon a majority vote.

The major responsibility of the faculty adviser is to attend all StuCo meetings, attend all necessary UEC meetings, and act as a liaison between the two. The Director of the Undergraduate Research Initiative's ex-officio appointment is to provide continuity and corporate history until the Committee is capable of doing so internally.

The major responsibility of the Treasurer is to manage all financial obligations of StuCo and attend all StuCo meetings.

The major responsibility of the Secretary is to deal with the University throughout the course registration process, deal with managing all necessary forms, make sure all proper records are kept, and attend all StuCo meetings.

The major responsibility of the President is to coordinate the activities of the Committee, such as course selection, and organize and attend all StuCo meetings.

Course Selection: StuCo courses are approved based on 1) a Course Application Form submitted by the potential instructor(s), 2) an Applicant Interview Form based on the interview of the potential instructor of a given course, and 3) the recommendation of sponsoring faculty member.

The Course Application Form will require the following items:

- the personal and contact information of the instructor,
- course description (in general, course material should not duplicate traditionally taught CMU curriculum)
- complete syllabus (including projects and assignments and class work and due dates, etc),
- listing of any texts/documents to be used,

- maximum number of students,
- a student evaluation form used to evaluate student performance (no less than twice during the duration of the course),
- qualifications for teaching the course,
- a brief statement by a faculty sponsor attesting that the goals of the course are in line with the mission of StuCo AND that the teacher is sufficiently able to teach the course.

The teacher must also pass an oral interview by the StuCo Committee to determine the following qualities: oral presentation skills, knowledge of subject matter, preparation skills, responsibility, etc. This interview must be given to each teacher applying to teach a course (unless he/she has previously interviewed for the same course) by no less than two committee members, and should take no more than an hour. Based on the interview, a single Applicant Interview Form will be generated. This form will be appended to the Course Application Form, and the entire package will be considered for approval by the Committee. The complete two-part application must be approved by all 3 Executive members of the Committee as well as the faculty adviser. Approval is to be given if all 4 people feel that the applicant is qualified, and the course goals are in line with the mission of StuCo

Applications will be due no later than the end of the third week of classes, with approval coming no later than the sixth week of classes to allow sufficient time to get the courses entered for OLR for the subsequent semester.

A StuCo course may be taught by no more than two teachers, either as two sections or as a single section with two teachers. The teachers engaged in teaching a particular course must both submit a Course Application Form. Both teachers must also perform an oral interview, separately, and also perform a brief combined interview. It is possible that only one of the requesting teachers will be granted approval to teach a course.

A teacher may apply to teach a course previously taught by someone else. The new teacher must also perform the oral interview. If a teacher is applying to teach a course that he/she has previously taught, then although a new Course Application Form is still necessary, the oral interview is optional. A list of all previously taught courses, and their descriptions will be available online.

Course selections are final. No changes may be made to the number of units offered, syllabus, teachers, etc. The course must be taught as agreed upon. In the event of unexpected circumstances, it is the obligation of the teacher to contact the Committee and come up with a resolution.

Course Registration: Each StuCo course being offered for a given semester will be given a course number that a student can use within the OLR system. We tentatively propose using the 68-xxx series. This number is currently unused and is close to the Physical Education number series (69-xxx).

Teacher Guidance and Course Proceedings: All students must attend class with no more than 3 unexcused absences. In the event that any issues with the mentioned guidelines arise, the StuCo Committee must be consulted by the teacher.

StuCo teachers are not required to be available outside of regularly scheduled course times. Teachers must always attend class, with no more than one absence. In this case, students must be notified of the cancellation of the class. In the event of more than one absence, the Committee must be consulted by the teacher.

If at any point in the proceeding of a StuCo course the student or teacher feels a serious issue has arisen, it is their duty to notify the StuCo Committee to pursue resolution.

Course Evaluation: The StuCo Committee will adopt a single form used to evaluate StuCo teachers. The Teacher Evaluation Form will be given to all StuCo students to fill out at the middle and end of each teaching period, in order

to judge the performance of their respective teacher. This form must be appended by at least one first person observation, by any person on the StuCo Committee, of the proceedings of a single course meeting, as filled out in the Course Proceedings Form. Based on these forms, the Committee will decide whether or not the teacher has sufficiently fulfilled the StuCo mission statement, and thus whether or not credit has been earned. The teacher may review the forms only after the end of the course. The Committee may use the information contained in the forms at any point in an effort to guide the teacher.

Each StuCo teacher will design and adopt a form used to evaluate each of his/her respective students. The judgment of the teacher to pass or fail a student must be strictly based upon this completed form. This form must be agreed upon both by the teacher and the Committee, before the outset of the course. The form must minimally include some significant evaluation of the student at the middle and end of the semester. This significant evaluation may come in the form of completed assignments, papers, projects, etc. The Committee and the teacher may use the information contained in the forms at any point in an effort to guide the student.

Finances: StuCo may receive funds from any Carnegie Mellon source. Funds will hopefully also come from the Student Activities Fee, and the Dean of Student Affairs. StuCo teachers and Committee members do not receive funding or payment from StuCo of any kind. Any surpluses will be rolled over into the next semester. StuCo shall not be allowed to incur losses.

StuCo shall be involved in only limited commercial interactions that will be vital to its operation, such as publicity material, re-usable course materials, etc. Some StuCo courses may have an associated course fee to cover required course materials, etc. This course fee must be announced in the course description. StuCo teachers may choose to personally finance some course materials, in which case StuCo and the students in the course are not obligated to repay.

In the event that the StuCo dissolves, any disposable properties will be distributed to appropriate divisions of Carnegie Mellon University through the Dean of Student Affairs. Funds remaining will revert to the Student Activities Board.

Publicity: The StuCo course offerings will be published in the standard CMU schedule of classes each semester. However, since this does not include a course description, StuCo will also publish its course offerings both online and in print form.

StuCo will actively solicit new teachers to teach within StuCo through advertisements and other publicity initiatives. In addition, StuCo will solicit new students to take StuCo courses, again through advertisements and other publicity initiatives.

University Policies: The Student College adheres to and acknowledges the values and principles of Carnegie Mellon University as expressed in the *University Policies*.

Sample Courses:

Humanities

1) A Journey Through Kemet– Ancient Egyptian Architecture

Tour through Kemet (Afrocentric Architecture Theory) and its monumental architecture from Cairo to Abu Simbel, and the elements that have influenced architecture throughout the ages.

2) Nonsense: the World of Wonderland

An exploration of Lewis Carroll's [Alice in Wonderland](#) by looking at the story itself, the story behind it, and art created around it. Meets once a week requiring three projects of artistic or critical nature.

3) Some Lucky Day: A Biography of Tom Waits in Music and Film

An analytical and interpretive study of the music (and films) of Tom Waits, possibly American's most influential and innovative "folk" musician of the 20th century, in a biographical context. No prior knowledge is assumed. Meets once per week with additional optional film viewings.

Media Studies

4) Following the Femme Fatale

This course will follow and explore the image of the Femme Fatale throughout time. Our primary sources will be literature and cinema. Our task will be to define 'the Femme Fatale' (and perhaps even become one). 2 papers and a final project will be required.

Music, Theater & Dance

5) Blues: Beginnings and Beyond

This course is designed to give students a basic appreciation and understanding of the blues as an idiom in and of itself, and the manner in which it has been translated into other musical genres. The weekly class will incorporate listenings, films, and discussion in order to foster participation by all students -- this class will try to transmit the feeling and groove of the blues and in order for that to work effectively students must become involved in the material.

Computers and Technology

6) Java Server-Side Programming

This is a course covering java server-side/enterprise programming. Topics will include: JDBC, servlets, java server pages, and java enterprise beans (session and persistent). Course requirements are good basic programming skills in java.

7) Programming Musical Concepts

An introduction to programming for composers and musicians. You will learn how to use the Python language to write, manipulate and analyze music. No experience necessary.

8) Learning Linux

A course on using the Linux operating system. Comfort with computers recommended. Learn-by-doing. Option available for those interested in installing Linux on their personal machines. Regular classes will have access to lab machines. History/politics of Linux will also be discussed.

Physical Activities and Games

9) Beginning and Intermediate Bridge

For beginners, learn the rules, scoring, and basic bidding of contract bridge. For intermediate players, study bidding conventions and playing techniques.

10) Chess

This class is open to players with no experience as well as to tournament veterans. Beginners will learn rules, basic end-game technique, opening theory, etc. More advanced players will improve analytical combination visualization, mating combinations, etc. Teaching Assistants will take different groups according to previous playing experience.

11) Climbing: Tools and Techniques

This course will present the technical aspects of all types of climbing. It will begin with an in depth view of all the gear used to climb. We will then study the different types of climbing which include

sport, trad, alpine, big wall, ice and snow and glacier travel. We will also cover rescue, self-rescue, and training. We will meet once a week on Thursday nights for two hours. There will be weekly readings and four exams.

Arts, Crafts & Do-It-Yourself

12) Organic Farming

This course will introduce basic concepts of sustainable agriculture and organic gardening. The focus of the course will be to provide practical skills and experiences in a variety of aspects of organic production, including: soils, tillage, seed propagation, composting, intensive gardening techniques, interplanting, alternative methods of weed, pest, and disease control, greenhouse production, season extension, harvesting, and local marketing. The course will also include special presentations, field trips, and lectures focusing on how community-supported agriculture can provide an alternative means of connecting largely urban communities to the rural roots of their food supply.

Social Issues

13) Issues in Women's Health

How do different groups of women and individuals interact with the health care system, their bodies and popular health culture? What can we do about it? Through readings, discussion and informal research projects, we will address the day to day health concerns of ourselves and different women, and how these connect to larger theoretical and political issues. Themes connecting the whole semester include the ways class, race and sexuality change women's health experiences and options, and the importance of informed choice in every area of health.