

# U.S. Diversity Course Requirement Proposal Form

# *Transfer Course*

The Iowa State University U.S. Diversity learning outcomes must be met in at least 70% of the course content including the course learning outcomes/objectives, course materials, learning activities, assessments, course framework, and/or pedagogical approaches. We recognize:

* Course materials, learning activities, and assessments may meet multiple learning outcomes.
* In some cases, multiple course materials, learning activities, and assessments will be combined to meet a U.S. Diversity learning outcome.

## Part 1: Contact Information

**Instructions**: Please provide all the information listed below related to the course and the proposal. Do not use abbreviations.

1. Proposal submission date:
2. Student Name and ID:
3. Contact person name for USD Transfer Course Approval Request:
4. Contact person email for USD Transfer Course Approval Request:
5. Transfer College/University:
6. Course designator(s); please list all designators if the course is cross listed:
7. Course number(s); please list all numbers if the course is dual listed:
8. Course title:
9. Course catalog description (please copy/paste here):
10. List all the course learning outcomes/objectives including those that may not align with the U.S. Diversity learning outcomes:

##  U.S. Diversity Learning Outcomes (USDLOs)

**Instructions**: Courses need to meet three of the four learning outcomes in at least 70% of the course to be approved as a U.S. Diversity Transfer Course.

### Course Learning Outcomes/Objectives

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| **U.S. Diversity Learning Outcomes (USDLOs)** |
| USDLO 1. Identify the experiences and contributions of underrepresented and marginalized groups and how they have shaped the history and culture of the US |
| USDLO 2. Understand the analytical concepts of culture, ethnicity, race, gender, sexuality, and/or religion and be able to apply these concepts to an analysis of the US |
| USDLO 3. Analyze systemic oppression and personal prejudice and their impact on marginalized communities and the broader US society |
| USDLO 4. Evaluate important aspects of diversity, equity, and inclusion so they can live, work, and collaborate with others in the 21st century US |

## Part 2: Submission Instructions

Submit the follow documents as separate files. Please save each document as a PDF.

1. U.S. Diversity Transfer Course Approval Form
[save file as “coursedesignator\_coursenumber\_transfer\_studentlastname” or HIST\_257\_Transfer\_Jones.PDF]
2. Course syllabus from student
[save file as “coursedesignator\_coursenumber\_\_TransferSyllabus\_studentlastname” or HIST\_257\_\_TransferSyllabus\_Jones.PDF]

## Part 3: Overview of the Review Process

1. Proposal is received by committee.
2. Submitter will receive confirmation that proposal was received, and the review process has begun.
3. Chair assigns proposal two reviewers from the U.S. Diversity Course Requirement Committee.
4. The two reviewers evaluate proposal and assign one of the following:
	1. Meets three of the four U.S. Diversity learning outcomes in at least 70% of the course.
	2. Need more information to determine if three of the four U.S. Diversity learning outcomes are met in at least 70% of the course.
	3. Does not meet three of the four U.S. Diversity learning outcomes in at least 70% of the course.
5. Chair reviews the reviewer evaluations and seeks clarification as necessary on any reviewer comments on the proposal.
6. Course proposal and the two reviewers’ evaluations are brought to full committee for review, discussion, and vote. Options include to:
	1. Accept proposal
	2. Reject proposal
7. Committee chair reports outcome to submitter.
	1. Provides vote outcome: accept or reject.
	2. Provides feedback to submitter including whether more information is needed to accept proposal or why course was rejected.

## Part 4: Review Outcome

Review outcome: [Approved or rejected]

USD chair name:

Date: