**Middle States Requirements**

- FLL Mission Statement and FLL Learning Goals and Outcomes posted on departmental website (go to www.fllt.udel.edu and click on "Mission and Goals")

- A chart showing alignment of departmental goals with UD Gen Ed goals  (also on departmental website, under "Mission and Goals")

- Curriculum map for each major, along with summary report including improvements or plans made as a result of assessment data and/or the assessment process in general  (a sample curriculum map was distributed to faculty chairs at USC meeting)

- Syllabi for courses, each 1) listing main course objectives, 2) indicating which departmental goal or goals each objective is linked to, and 3) telling how each objective is assessed.

**FLL Recommended Measures to Fulfill Middle States Requirements**

**Faculty <u>in languages that offer a major</u> are asked to:**

- Fill out the online form at
  https://delaware.qualtrics.com/SE?SID=SV_d4lyboQSel32yBS&SVID=
  This form asks you to list Course Objectives for each of your courses and then indicate how you assess achievement of each objective (for the latter, you choose from a dropdown menu that lists possible assessments).

  **PLEASE NOTE**:
  The first screen of the online form asks for your COURSE SYLLABUS URL. Since some faculty have expressed concern over loss of control over intellectual property, you have the option of choosing a "protected" URL for your syllabus. However, if you are willing for your syllabus to be freely available on our department website without password protection, please use the "free access" URL.

  Use the following URLs as models, replacing "305" with your course number.
  For French (free access):
  http://www.udel.edu/fllt/FLLSyllabi/french/FREN305.pdf
  For French (protected):
  http://www.udel.edu/fllt/FLLSyllabi/protected/french/FREN305.pdf
  For German (free access):
  http://www.udel.edu/fllt/FLLSyllabi/german/GRMN305.pdf
  For German (protected):
  http://www.udel.edu/fllt/FLLSyllabi/protected/german/GRMN305.pdf
  For Italian (free access):
  http://www.udel.edu/fllt/FLLSyllabi/italian/ITAL305.pdf

For Italian (protected):
http://www.udel.edu/fllt/FLLSyllabi/protected/italian/ITAL305.pdf
For Russian (free access):
http://www.udel.edu/fllt/FLLSyllabi/russian/RUSS305.pdf
For Russian (protected):
http://www.udel.edu/fllt/FLLSyllabi/protected/russian/RUSS305.pdf
For Spanish (free access):
http://www.udel.edu/fllt/FLLSyllabi/spanish/SPAN305.pdf
For Spanish (protected):
http://www.udel.edu/fllt/FLLSyllabi/protected/spanish/SPAN305.pdf


The Course Objectives "Sampler" and the Memo on Writing Course Objectives
were prepared to provide helpful samples and advice.  They are meant to be
helpful, not prescriptive; the samples may be used, tweaked, or ignored.

- Prepare a syllabus for each course you teach (2XX and above), to be posted on the
  departmental website.  You may choose to post either a complete syllabus or an
  abbreviated syllabus, in free access or password-protected form (as mentioned
  above). The abbreviated syllabus would include the following information:

  * Course number and title
  * A brief course description
  * Course objectives
  * How course objectives are linked to programmatic goals (after each course
    objective, put number of corresponding FLL goal(s) in parentheses)
  * How each objective is assessed
  * List of required texts with ISBN numbers


  Since section chairs need to submit their reports by the end of June, we kindly
  request that faculty submit their contributions **by May 31.** Please consult with
  your section chair if you need additional time.