



Date of Adoption: March 23, 2018

Date of Expiry: March 23, 2019

Course Syllabus

1.0 Preamble

Course Syllabi (single: Syllabus) are documents instructors create to inform students of the contents of a course, the requirements, expectations, and overall plan of a course. Course syllabi are made available in every course at a date of instructor's discretion. This can vary from two weeks before the class starts, to the very first day of class. When it is on the first day of the class, it leaves students unaware of the course content, expectations, and requirements, leading to students potentially dropping the course due to differing interpretations, or performing poorly in a course where the subject matter was different from what they believed it would be. Making course syllabi available at a consistent, early date would enable students to make informed decisions about their classes and schedules, enabling them to plan their academics around their own learning styles, thereby allowing students to be setup to succeed.

2.0 Definitions

Course syllabi are made up of the following elements:

1. Course Number, Title
2. Instructor Information
3. Course Description
4. Required Texts/Readings (should they need to be purchased)
5. Course Objectives/Student Learning Outcomes
6. Attendance Policy
7. Grading Composition
8. Dates of Examinations, Assessments and Assignments
9. Information About Relevant University Policies
10. Other Classroom Expectations

KSA: Kwantlen Students Association

KPU: Kwantlen Polytechnic University

3.0 Policy

Whereas a course syllabus is prepared to clearly notify students of course content, requirements, and course expectations.

Whereas instructors use syllabi to organize information and communicate the instructor's plan for conducting the course.

Whereas students use course syllabi as guides to student learning and as indicators of class suitability.



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Whereas having that information ahead of time can impact the students ability to prepare and succeed in a course.

Whereas having that information ahead of time can impact whether or not a student stays in that class.

Whereas having that information ahead of time can impact whether or not a students stays in that class due to personal, academic or other circumstances that could have an impact on a student's mental health.

4.0 Resolution

Therefore, be it Resolved that the KSA supports the implementation of a mandatory early syllabus release policy by KPU

Be it Further Resolved that the KSA commits to lobbying KPU until the adoption of a mandate of a policy mandating the release of a comprehensive course syllabi ten (10) business days before the beginning of classes.