College of Micronesia-FSM

**Curriculum Committee**

**Course Outline Checklist**

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| **Criterion** | **Yes** | **No** | **Comments** |
| 1. Outline follows format/structure and is free of grammatical or spelling errors. |  |  |  |
| 2. Calculation of hours/credits is correct and reasonable. |  |  |  |
| 3. Prerequisites are listed and are reasonable |  |  |  |
| 4. One or more ISLOs are checked. An asterisk is placed beside the ISLO that this course assesses. |  |  |  |
| 5. Specific SLOs are **aligned** with ISLOs |  |  |  |
| 6. Specific SLOs are **aligned** w/ PSLOs |  |  |  |
| 7. Specific SLOs are **aligned** w/ General SLOs |  |  |  |
| 8. Assessment Strategies are **aligned** w/ Specific SLOs |  |  |  |
| 9. Each general SLO states what a student will be able to know, do, or value |  |  |  |
| 10. Each specific outcome specifies a measurable behavior that communicates the depth of processing according to Bloom’s Taxonomy |  |  |  |
| 11. Assessment strategies include both **formative** and **summative** evaluation |  |  |  |
| 12. Assessment strategies include **authentic** strategies |  |  |  |
| 13. Course Content includes list of general concepts to be covered in the course. |  |  |  |
| 14. Methods of Instruction are **aligned** with the course SLOs. |  |  |  |
| 15. Required Texts and Course Materials are listed either in APA or MLA style. |  |  |  |
| 16. Instructional Costs lists only **unusual** supplies, equipment, and materials required for the course. “None” is written if there are no unusual costs. |  |  |  |
| 17. Evaluation information is provided only when there are special provisions such as “students must achieve a C or higher to pass the course.” Summative assessment for the course is stated in this section. |  |  |  |
| 18. Credit-by-examination indicates the time(s) the exam is given and which division to contact. “None” is written if there is no exam. |  |  |  |

**\_\_\_\_\_ \_\_\_\_Approved \_\_\_\_Not Approved**