

From the desk of Dr. Battisti: Recommended Syllabus Template

June 2, 2015

Dear Colleagues,

During the 2014-2015 academic year, the CAI Syllabus Framework Working Group developed a syllabus template, which was presented at the CAI meeting on April 8, 2015. At the April 22, 2015 CAI meeting, the group voted to recommend use of the template by SUNY Broome faculty.

The Deans and I have reviewed the syllabus template that was recommended by CAI. After making a couple of minor modifications, we now recommend use of the template for your courses, effective in the fall 2015 or sooner. A copy of the template is attached to this message. The syllabus template will help to enhance communication and clarify expectations among students and faculty, which reinforces our campus-wide goal of enhanced student success.

Thank you for your support,

Francis

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[Syllabus Template Form 2015](#)

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