

MASTER OF BUSINESS ADMINISTRATION
UNIVERSITY OF NORTH CAROLINA AT PEMBROKE

SUBJECT: UNC Pembroke Syllabus Checklist Academic Term: _____

Course Number/Name: _____

Cross-Listed as: _____ Professor: _____

(Y) Yes or (N) No if applicable. If any comments please add below as you respond to the questions.

1. If this syllabus is for a course in the General Education curriculum, does it have a “statement of rationale on how this course assists in meeting the objectives of general education at the University Faculty Handbook, Section 4-3.5)? _____ If not used for General Education, answer “N/A.

2. Does the syllabus contain clearly identifiable course goals and objectives?

3. Does the syllabus make clear the course requirements?

4. Does the syllabus provide a description of the course content?

5. Are the methods of evaluation clearly stated in the syllabus?

6. Does the syllabus reflect a variety of means to evaluate student performance?

7. Does the evaluation reflect a concern for quality and properly discern levels of student performance?

8. Is the attendance policy clearly indicated on the syllabus?

9. Are the grading policies clearly indicated on the syllabus?

10. Are grading practices reflected in the syllabus clearly consistent with the policies?

Faculty Signature

Date