Code Number: AA 2012-01 (AAP 009.001)
Mitchell Maki, Acting Provost/Vice President for Academic Affairs
February 14, 2012

POLICY FOR THE ADDITION OF COMPUTER/INFORMATION LITERACY EXPECTATIONS AND/OR STUDENT LEARNING OUTCOMES TO SYLLABI

1.0   REFERENCE

This policy shall be in compliance with regulations and procedures of the California State University and the current Unit 3 (faculty) collective bargaining agreement.

2.0   POLICY

2.1   In those classes where students are expected to use computer literacy and/or information literacy skills, faculty must include in their syllabi a section on Computer/Information Literacy expectations.

2.2   If specific computer/information literacy skills are taught in the course, faculty must include in their Student Learning Outcomes on their course syllabi a list of the specific skills that a successful student must demonstrate.

3.0   PURPOSE

3.1   In April, 2009, EPC 09-04, Resolution on Computer and Information Literacy, was passed by Academic Senate. This resolution called for the development of a computer and information literacy requirement for our students that was to be satisfied through the development of an assessment tool that all students would be required to pass.

3.2   The requirements were based on the recommendations of the Joint Task Force on Information Literacy and identified five categories of computer and information literacy competencies: 1. computer knowledge; 2. data use, transfer and management;   3. common software; 4. searching for and finding information; and 5. using information.

3.3   Many faculty routinely expect students to use a variety of computer/information literacy (CIL) skills (e.g., students are expected to use email, library data bases, spreadsheets, word processing programs, etc.).

3.4   An addition to the Syllabus Content instructions found in the Academic Affairs Manual to include the language of the resolution will advance the

spirit of the resolution and encourage faculty to begin to consider the CIL
skills we expect of our students and those we teach our students.

Approved: ___Mitchell T. Maki___   __   _____ Date: ___2-14-12___   __