

Faculty Sponsor Letter of Support Instructions for Student-Facilitated 98 and 198 Courses

Instructors of record must accept specific responsibilities when agreeing to supervise a student-facilitated course. The Committee on Courses of Instruction (COCI) has provided an FAQ (<http://academic-senate.berkeley.edu/committees/coci/sfc/faq-ior>), and a detailed checklist is available (http://vcue.berkeley.edu/sites/default/files/faculty_checklist.pdf). If you are willing to accept these responsibilities, please verify as such by providing a letter of support for the course proposal.

Instructions: Attach a letter of support written on departmental letterhead. In this letter, briefly (1-2 sentences per question) respond to the following five questions:

1. How long have you known the student facilitator and in what context?
2. What is the process through which you mentored the development of the syllabus?
3. What is the academic value of the course (keeping in mind that topics need to engage with scholarly literature or have a substantive creative or technical component)?
4. Have you reviewed the course syllabus to make sure that it adheres to university policies (e.g., policies on the use of illegal substances, policy against intolerance, fees for courses, student activities, etc)? A link for many resources may be found on the Student Learning Center's Undergraduate Course Facilitator Training and Resources (UCFTR) website: <http://slc.berkeley.edu/resources>.
5. What is your plan for supervision over the course of the semester the class is being offered (i.e., plan to meet weekly, observe the class, maintain class records, etc)?