



WRITING ACROSS THE CURRICULUM



EASTERN MICHIGAN UNIVERSITY
Faculty Development Center

Creating Meaningful Syllabi

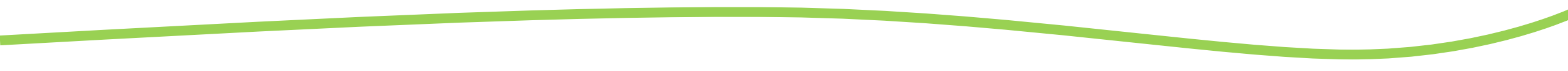
Jeffrey L. Bernstein, Professor of Political Science, Director of Faculty Development Center

Ann Blakeslee, Professor of Written Communication; Director of Campus & Community Writing, the UWC, & WAC; Associate Publisher for Books, The WAC Clearinghouse

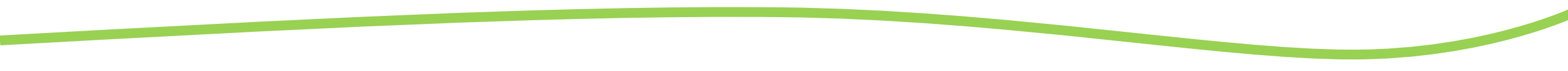
Hannah Bollin, MA, Doctoral Student, Educational Studies



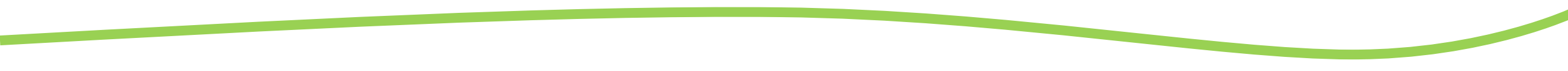
Waterfall Inclusion

- What was your favorite class as an undergraduate, and why was it your favorite?
 - In the chat, type your response as well as your name and department or program. Please do not hit enter until we tell you to.
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Working Agreements

- Always assume positive intentions, in relation to both ourselves and especially our students
 - Advocate for the voices of our students, especially those from marginalized or underrepresented groups not historically heard
 - Accept that it's okay to feel uncomfortable; if/when you do, consider why
 - Share authentically
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Our Purposes

- Consider what students may be looking for in syllabi.
 - Consider advice and guidance for creating syllabi.
 - Consider the tone we might wish to set in our syllabi.
 - Consider what information you wish to convey to your students
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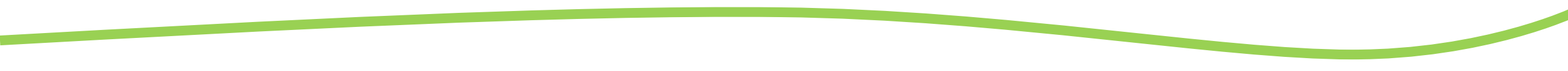
Free Write

What are some things you'd like or feel you need to do/convey in your syllabi? Also, what questions or uncertainties do you have?

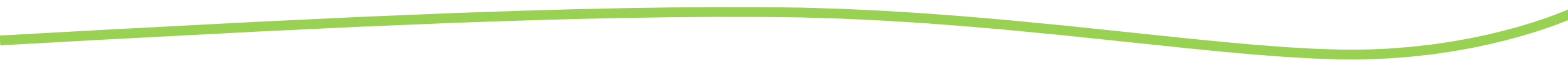
Freewrite for 4 minutes and then we'll pair share.



What Students May Be Looking For

- Welcoming Language
 - Organized Formatting
 - Consistency
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Syllabi Advice and Guidance from Students

- Avoid jargon
 - Talk about yourself!
 - Use organized and bold headers
 - Put university-mandated information in the back of your syllabus
 - Set clear expectations
 - Update syllabus as dates/assignments change
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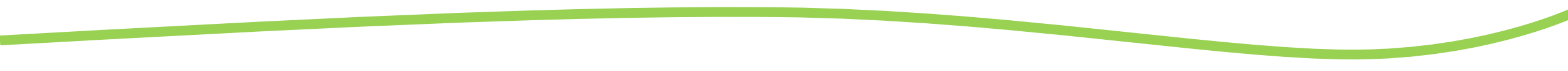
Free Write

What tone do you want to set in your syllabi?
How might you go about setting it?

Freewrite for 3 minutes and then we'll pair share.



What Tone Do You Want to Convey

- How flexible am I about things like due dates?
 - How supportive will I be with student assignments?
 - How open do I want to be about myself?
 - How much excitement do I wish to convey?
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Things You Feel You Need to Do/Convey

Details of the class - books, readings, assignments

Detailed class schedule (or not)

Grading (or ungrading) policies

University policies

University resources available to students



Resources to Share

- [FDC Resources Page](#)
 - [Accessibility Syllabi Resource](#)
 - [Classroom Policies for Generative AI](#)
 - University email
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What other questions and/or ideas
might you have?

