7. Grading policy. This should include all graded elements of the course spelled out in full, including all graded assignments and the weight or percentage of the final course grade for each component; penalties for late or missing work; due dates, including the date of the final exam (see below). Again, this part of the syllabus cannot be too explicit or detailed.

With regard to papers, the Faculty Handbook states the following: "On May 15, 1962, the

at least two short papers in each course throughout his or her college career, unless the

evaluated for content

dear that this resolution considers all faculty responsible for encouraging and maintaining good standards of written expression in all areas of the curriculum, and that careful attention to the quality of students' writing is indeed an integral part of faculty teaching loads (II. A.

8. Attendance policy

Additional Requirements for Certain Syllabi: (Faculty Handbook II. A. 10. a)

- 1. Syllabi for multiple sections of the same course should demonstrate common student learning outcomes
- 2. Syllabi for cni c1(n)10mlF2 12 Tf1 0 0 1 493.95 707.97 Tm0 g0 Ga93.95 70700000heW*n G912 0 612 t 0 1 he