



STIC - Student Initiated Courses

BSOS College Guidelines for Creation & Approval of STIC Courses

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Background

An undergraduate student-led initiative in 2017 resulted in a campus-wide mechanism for undergraduate students to propose, design, and teach undergraduate [STIC - Student Initiated Courses](#) under the mentorship of a campus faculty member.

Decisions about the academic and administrative proposal and approval of STIC courses rests with each individual academic unit (College/Department). When approved, STIC courses are normally run under (soft) numbers ending in 8 or 9, which means that the courses do not go through a full campus-level VPAC approval. This increases the importance of local (College/Department) oversight of these unique academic courses.

Academic Guidelines

1. STIC course should fall **within the disciplinary sphere** of the College of Behavioral and Social Sciences mission.
2. STIC course will earn **1 elective credit only**, not major/minor credits, not more than 1 credit.
3. STIC course will normally offer **Satisfactory/Unsatisfactory grading**, not letter graded.
4. A “journal club,” seminar, other participatory/experiential format should be considered.
5. STIC Undergraduate Student Course Facilitator should:
 - a. have sufficient documented expertise in the content area, such that they can teach the course content at a college level.
 - b. have an overall GPA of 3.2 or higher.
 - c. have taken or be enrolled in a teaching pedagogy course, or be closely mentored in teaching/learning by a faculty mentor.
 - d. be willing to commit the time and resources necessary to meet the teaching obligations for the course.
6. STIC faculty mentor should:



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- a. have some content expertise in the STIC content area.
- b. have a primary appointment in a BSOS academic unit.
- c. serve as co-instructor of record for the STIC course and take ultimate responsibility for the quality and character of the course, for course grades, ADS accommodations, approved absence matters, and for resolving any student complaints about the course.
- d. review the student facilitator's syllabus and plans for assessments.
- e. consider visiting a course meeting to establish faculty presence among the students and to confer a measure of authority to the student facilitator.

Application and Approval Steps

1. Prospective undergraduate student facilitators will complete a [BSOS STIC Course Proposal](#) and present it to their faculty mentor (who will serve as co-instructor)
2. If the faculty mentor agrees, then the chain of approval will include:
 - a. Undergraduate Director in the offering unit
 - b. Department Chair in offering unit
 - c. BSOS College Associate Dean for Undergraduate Education (bsos-ugdean@umd.edu).

Administrative & Scheduling Guidelines

1. If approved by all of the above, then the course can be forwarded to the relevant departmental scheduling officer for scheduling on a one-time basis
2. The BSOS unit offering the course will designate a lower-level (100 or 200-level) special topics number for the course.
3. Student facilitator may be listed as a lab/discussion TA only, not as a course instructor.
4. The faculty member must be listed as the instructor of record.
5. STIC courses will be 1 credit (only) and can run in 8-week or 15 week formats in the fall or spring semester only. A one credit course normally meets for a minimum of 15 contact hours. Format can be in-person, online, or blended.
6. STIC courses may not be offered by BSOS units in the summer or winter terms.
7. Renewable in future semesters only by approval of the Undergraduate Director.



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STIC Course Proposal Form (BSOS)

1. Your name and UID
2. Your major
3. Faculty mentor's name
4. Course title
5. Course prerequisites, if any
6. Semester you wish to offer the course
7. Schedule for the course if approved (8 wks or 15 wks, day/time, format)
8. **Draft Syllabus** that follows the [TLTC Syllabus Template](#) and includes all of the required language for UMD undergraduate syllabi.
9. Narrative from student
 - Why do you wish to offer this course?
 - What is your documented expertise in the content area that allows you to teach this topic at a college level?



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List of Approved STIC Courses (BSOS)

Course Prefix & Number	Course Title	Term	Undergraduate Student Facilitator (listed as Co-Instructor)	Faculty Mentor (listed as Co-Instructor)
AASP299i	Introduction to Igbo	Fall 2018	JaneFrances Onyekonwu & Chidera Nosiri	Prof. Sangeetha Madhavan
AASP299T	Introduction to Twi	Fall 2018, Spring 2019	Clydelle Agyei & Maame Spong	Prof. George Kintiba
AASP299Y	Introduction to Yoruba	Fall 2018	Oreoluwa Comfort Aluko	Prof. Jason Nichols
GVPT 289U	Special Topics in Government and Politics; Political Comedy: How Laughter Shapes Political Discourse	Fall 2022, Spring 2023	Jacob Toll	Prof. John McCauley
ANTH299A	Introduction to Data Analytics for Anthropology	Fall 2024		Prof. Miguel Vilar

Guidelines approved by the BSOS Undergraduate Directors on 10.20.2023.

BSOS College - Office of the Associate Dean for Undergraduate Education (bsos-ugdean@umd.edu)