

Research Intensive Course 5-year Review

- **Two Person Review Team.** Each course with a research-intensive (RI) designation will be reviewed every 5 years by a two-person review team consisting of the College Faculty Liaison and one other liaison in a closely related field. The College Faculty Liaison shall not review his/her own course.
- **Course Portfolio:** Faculty member of record for the course provides the review team with a course syllabus and access to one example of the research product for the course. This can be in the form of a document, video, oral presentation or creative product. **Faculty member of record will be notified in advance of upcoming review (the semester before the scheduled review) and instructed on materials to be submitted to OURI.**
- **Review Worksheet:** The review team fills out the review worksheet and submits to the OURI office. If all items meet/exceed the criteria, the course is renewed for 5 more years. If items fail to meet the criteria, the reviewer provides recommendations to the faculty member to help meet the criteria, and after the corrections are made, the course is renewed for **3** more years.

Dear _____,

Thank you for being a leader in the FAU Office of Undergraduate Research and Inquiry's Research Intensive (RI) program and for providing such outstanding research opportunities for the students. It has been five years since the Research Intensive designation of the course RI XXX1234 titled _____. We are emailing to notify that your course is scheduled for the 5-year review as of Spring/Fall 20XX. The Office of Undergraduate Research and Inquiry respectfully asks you to submit a course portfolio, which includes the following items:

- 1) course syllabus
- 2) access to one example of a student research product from the course. Example of a student research product may be a document, video, oral presentation or creative product.

Attached to this email, you will find the **Undergraduate Research Intensive Course Review Worksheet** to be used for the 5-year review. Please submit the portfolio to Patricia Sampedro in the OURI office at psampedr@fau.edu.

Undergraduate Research Intensive Course Review Worksheet

RI Course Number/Name _____ College/Department or Unit _____

RI Course Characteristics Evidenced During Review	Meets or Exceeds	Does not Meet	Notes
Course is taken for a letter grade			
RI language included in syllabus			
A significant portion of the course grade (>40%) is associated with the RI Assignment(s) or products(s)			
Demonstrates intensive level activities and evaluation of SLO1. Knowledge			
Demonstrates intensive level activities and evaluation of SLO2. Formulate Question			
Demonstrates intensive level activities and evaluation of SLO3. Plan of Action			
Demonstrates intensive level activities and evaluation of SLO4. Critical Thinking			
Demonstrates intensive level activities and evaluation of SLO5. Ethics			
Demonstrates intensive level activities and evaluation of SLO6. Communication			
Recommendations:			

To be completed by OURI Office:

	5 Year Renewal
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	3 Year Renewal
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	The following items need to be addressed to receive renewal:

Notes: Format with

1. Instructions to the Liaison
2. Instructions to the faculty member