



Faculty/Student Contract for Communication-Intensive (C-I) Course Credit

<http://cxc.lsu.edu>

This contract should be completed and submitted to the CxC Office (208 Coates) by the final date for adding courses of the semester for which you would like to receive C-I credit. At the conclusion of the semester, the professor should re-submit a copy of the approved contract noting that the student did indeed complete all the terms of the contract. Please be sure to review the requirements and recommended policies at the end of this contract. Any questions should be directed to CxC at 578-7795 or cxc@lsu.edu.

| | | | | | |
|--|--|--|---|--------------------------|-------------|
| Student's Name | | PAWS ID (beginning of your LSU email) | | Student ID Number | |
| Course Abbreviation | | Course Number & Section | | Course Semester | Year |
| Course Title | | | Course Professor's Name | | |
| THE PROFESSOR AND STUDENT SHOULD COMPLETE THE FOLLOWING SECTION TOGETHER. | | | | | |
| The student will do intensive communication work in which of the following communication mode(s)? <input type="checkbox"/> Written (W) <input type="checkbox"/> Spoken (S) <input type="checkbox"/> Visual (V) <input type="checkbox"/> Technological (T) | | | | | |
| <i>NOTE: C-I courses are generally offered with 2 modes for 3 credit hours; however, you do have the option to only certify in only 1 mode.</i> | | | <input type="checkbox"/> Yes, this contract will only earn me credit for 1 mode. _____(student's initials) | | |
| Describe the informal communication exercises for each mode (e.g., small group communication, lab reports, brief presentations, unrevised PowerPoints, etc.; no revision required for informal projects). Mode 1 (W, S, V, or T) = ____ : Mode 2 (W, S, V, or T) = ____ : | | | Describe the formal communication assignments for each mode. Please also describe the ways the student will get feedback and revise each assignment. Mode 1 (W, S, V, or T) = ____ : Mode 2 (W, S, V, or T) = ____ : | | |
| THE PROFESSOR MUST INITIAL ONE OF THE FOLLOWING STATEMENTS | | | | | |
| The student will complete these communication projects and activities as substitutions for other course requirements. These substituted communication projects and activities will account for at least 40% (or 20% for students working on only 1 mode) of this student's final course grade. _____ (faculty member initials) | | | The student will complete these communication assignments in addition to the assignments required of all class members. These additional communication projects and activities will account for at least 40% (or 20% for students working on only 1 mode) of this student's final course grade. _____ (faculty member initials) | | |

| STUDENT COMMITMENT | | | |
|--|---------------------|--------------|----------------|
| I agree to complete all of the requirements listed above in order to receive Communication-Intensive credit for this course. | | | |
| _____ | _____ | _____ | _____ |
| Student's Name (printed) | Student's Signature | Date | |
| PROFESSOR COMMITMENT | | | |
| I agree to provide this student with the opportunity to receive Communication-Intensive credit for this course by completing all the requirements listed above | | | |
| _____ | _____ | _____ | _____ |
| Professor's Signature | Date | Office Phone | E-mail Address |
| FOR CXC USE ONLY | | | |
| Received by: | | | Date: |
| Reviewed by: | | | Date: |
| Approved by: | | | Date: |
| Sent to Registrar by: | | | Date: |

Requirements for Communication-Intensive (C-I) Courses

- Emphasize at least 2 of the 4 modes: written, spoken, visual, or technological communication (exceptions are made for single-mode certification on a case-by-case basis)
- Incorporate informal communication for learning and formal communication for sharing ideas publicly
- Expose students to genres and audiences appropriate to the discipline/profession
- Spend class (or other instructional) time on communication
- Professor actively provides feedback and evaluation to students
- Require students to uphold ethical and professional work standards
- Maintain no greater than a 35:1 student-faculty ratio (not applicable to individual contracts)
- Base 40% of course grade on communication

Recommended Policies for Individual C-I Contracts

1. The professor and student must meet the minimum requirements of conventional C-I Courses as outlined above.
2. The professor and student should agree to a workload that is, at minimum, equivalent to the workload for all students, even if different in content.
3. Professors should be sure that their workload allows for the time required to give adequate feedback on communication assignments and revisions.
4. Professors are not encouraged to enter into more than 2 student contracts within a large class.
5. Professors should fully explain to the student how the C-I projects will be used in determining the course grade.
6. Students must complete all the requirements described in the contract and receive a C or higher in this course to receive C-I credit (Note: Distinguished Communicator certification requires a cumulative GPA of 3.0 in C-I courses).
7. Professors are under no obligation to offer students C-I contracts unless they have the time and interest in doing so; however, if they choose to offer these contracts, they should include this information in their annual reports on teaching.
8. C-I contracts are only valid upon acceptance and approval by CxC.