



COLORADO STATE UNIVERSITY
PUEBLO

Canvas LMS minimum utilization requirements for faculty

- Syllabus in compliance with [campus template](#) loaded in Canvas. (including reference page) This is posted on the first day of semester.
- Gradebook is active and accurate, and the setup reflects grading scheme indicated in course syllabus. The Canvas gradebook is updated on an ongoing basis during the semester to ensure students remain informed about their grades and academic progress, in compliance with [Faculty Handbook 2.8.2.1.1 Teaching Activities](#) requirements.
- Final semester grades are visible in Canvas when available.
- All student electronic work is submitted only through Canvas, campus email or other university-supported platforms to ensure FERPA compliance and avoid risk of concerns or violations and comply with [Student ID policy](#). (not through personal emails or google/other folders or software platforms)
- Accessibility formatting of course and all documents is required to comply with [state requirements](#) and [CSU System policy](#).

Proposed Exceptions to this requirement **may** include the following upon college dean agreement/approval:

- CR500
- Research x92 & x99
- Field experience x94
- Independent study x95
- Coop placement x96
- Internship x98
- MUA applied lessons & recitals
- STS (dual enrollment/senior-to-sophomore) courses
- TEP (distance teacher education program) courses