

Core curriculum review committee meeting minutes

Meeting date: 3 March 2016

Meeting time: 8:30 to 9:30 am

Meeting location: Chancellor's Conference Room

Meeting convener: Andy Seitz and Margaret Short

Name	Present
Andy Seitz (co-chair)	X
Margaret Short (co-chair)	X
Bobbi Jensen	
Brian Kassof	X
Burns Cooper	X
Caty Oehring	X
Gabrielle Russell	
Ginny Kinne	X
Hayley Williams	Holly Sherouse in for HW
Kathy Arndt	
Kevin Berry	X
Kevin Sager	X
Larry Duffy	X
Marsha Sousa	X
Tony Rickard	X
Yelena Matusevich	

1. Meeting minutes from 4 February 2016 approved.
2. Discussion with Jennie Carroll, Chair of Curriculum Review Committee, about moving forward with new “buckets” and how Core Curriculum Committee will be involved. Most importantly, the Core Curriculum Committee will review proposals for courses to be included in buckets. Jennie provided a list of criteria for courses to be included in a bucket, which the Core Curriculum Committee will use as its basis for evaluating requests to be in a bucket (see appendix). Additionally, it was decided the Core Curriculum Committee will do an annual review to check whether courses in the buckets are offered annually. If not, letters will be sent to department chairs to check on the planned offerings of the course. If a course in a bucket is not offered for several years, the Core Curriculum Committee will seek to have the course removed from the bucket.
3. There were three requests to include W designators to three ENGL courses (ENGL F375, F376, and F377). The three requests were all prepared by the same person, all met the Faculty Senate requirements for the W designator, and all were approved.
4. Petition
 - a. Denied – Petition to use Introduction to Thai Language and Culture course taken during a study abroad in Thailand to count as one of the PHC requirements. The petition was denied because a two-semester language sequence, consisting of the same language,

must be completed to replace one PHC requirement. The petition will be reviewed by the Provost.

5. Discussion

- a. Miscellaneous discussion about faculty senate items and budget.

GER Course Approval Guide
(Prepared by the Curriculum Review Committee)

Adding a Course

1. Both new and currently existing courses may be proposed for a GER category.
2. Each program will be able to have X courses in the appropriate category/categories (talk to AdComm)
3. Course descriptions must reflect how the course meets the category as defined by University regulations.
 - a. Social Sciences: "Courses that fulfill this requirement are **broad survey courses** which provide the student with exposure to theory, methods, and data of the social sciences."
 - b. Arts: "Provide the student with an **introduction** to the visual arts and performing arts as **academic disciplines** as opposed to those that emphasize acquisition of skills."
 - c. Humanities: "**Introduce** the student to the humanistic fields of language, arts, literature, history, and philosophy."
4. Courses must be 100 or 200 level.
5. Courses must be currently designated a social science (s) or a humanities (h) for the purpose of the BA degree.
6. Course must be introductory, as indicated by the lack of prerequisites (except ENGL 111x).
7. Course should welcome all students (e.g. should not discourage non-majors).
8. Course must be offered regularly as described in the catalog (at least once per year).
9. Course instructors must agree to participate in UAF GER assessment activities.
10. If a program already has X number of courses in a category the program must remove a course to add the new course.

Removing a Course

1. Once a course gets an X designation that X is a permanent part of the course number. Courses taken off the list will need a NEW course number.
2. Departments would submit a new course request and go through the approval process to have the course re-numbered.