Materials linked from the October 21, 2011 Baccalaureate Core Committee agenda.

Baccalaureate Core Committee

Standing Rules

The Baccalaureate Core Committee reviews the content and appropriateness of both existing and proposed baccalaureate core courses. The committee shall conduct periodic reviews of the overall baccalaureate core program, and of existing courses within this program, to ensure that the criteria of the general education model are being met and to evaluate student attainment of category learning outcomes. This work depends on the availability of data to be provided by university administration at the request of the Baccalaureate Core Committee. The committee shall also evaluate proposals for additional and new courses deemed relevant to the core and stimulate proposals for additional and new courses as deemed necessary and advise faculty members in the preparation of such proposals. The committee shall consist of fourteen faculty and two students. Four of the faculty members shall be from the College of Liberal Arts, four from the College of Science, and six from faculty in other colleges or academic units. The Writing Intensive Curriculum program director and the Difference, Power, and Discrimination program director shall be ex-officio, non-voting members.

A. Course Selection

1. The BCC may will solicit courses, which include detailed descriptions and outlines, from all colleges/departments.

2. All existing, modified and new courses proposed by individual faculty, groups of faculty, or departments for inclusion in general education must be approved by an appropriate faculty curriculum committee within the college of origin prior to BCC submission.

3. All submissions shall be routed for additional curriculum review at the discretion of the BCC. Request for such reviews, and selection of the reviewing unit, will be made by the BCC. The criteria used to select the reviewing unit will be based upon that unit's ability to assess the specific general education objectives proposed.

4. All submissions that deal with writing skills must be routed to the Writing Advisory Board, which is composed of the Writing Intensive Curriculum Director, the Director of First Year Writing, the Coordinator of the Writing Center, and a writing faculty member with expertise in technical and professional writing. This board will consult with faculty to develop and implement proposals that meet Baccalaureate Core criteria.

5. The BCC will review all submissions to assure compliance with the criteria adopted by the Faculty Senate; those courses meeting these criteria will be approved for inclusion as general education courses, subject to approval by the Curriculum Council.

6. A two-thirds majority of the Baccalaureate Core Committee is required to approve or deny the status of any Baccalaureate Core course.
4. All submissions that deal with writing skills must be routed to the Writing Advisory Board, which consists of the English Department’s Composition and Professional Writing Coordinators, and the Writing Center Coordinator, and this Board will consult with faculty to develop and implement proposals.

B. BCC Reviews

1. The BCC will review all submissions to assure compliance with the criteria adopted by the Faculty Senate; those courses meeting these criteria will be approved for inclusion as general education courses, subject to prior approval by the Curriculum Council.

2. The BCC will periodically review courses accepted for general education to ensure that they continue to meet the criteria.

1. The BCC shall consist of two subcommittees, each with one-half of the committee membership and in proportion to its overall representation, for the purposes of general and categorical reviews. Each subcommittee will review separate categories as part of the periodical review and periodically request and review institutional data in order to evaluate Baccalaureate Core categories based on:
   a. adequate access to courses within the category;
   b. consistency of category criteria and learning outcomes with institutional goals for undergraduate learning; and
   c. evidence of students achieving satisfactory success relative to category learning outcomes; and
   d. continued satisfaction of category criteria by individual courses. The BCC has the authority to request changes to existing courses and/or deny continuation of Baccalaureate Core status for courses that no longer meet the appropriate criteria.

2. In order for courses to be accepted for or denied from inclusion by a BCC subcommittee, each course must receive the approval of two-thirds of the voting members. A two-thirds majority of the Baccalaureate Core Committee is required to approve or deny the status of any Baccalaureate Core course.

4. The BCC has the authority to deny continuation of Baccalaureate Core status for courses that no longer meet the appropriate criteria.

C. Changes in Core or Criteria or Process

1. Any changes in the Baccalaureate Core or the supporting criteria or the process will require the approval of the Faculty Senate.