

University Core Curriculum Committee Annual Report: 2014-2015

August 2015

I. Charges to the University Core Curriculum Committee

- A. The University Core Curriculum Committee (UCCC) received five standing charges and three additional charges at its initial meeting on August 26, 2014.

Standing Charges

1. Overseeing the composition of the KU Core curriculum;
2. Certifying (and re-certifying) courses and experiential learning activities nominated for inclusion as part of the KU Core;
3. Monitoring the achievement of learning outcomes through these courses and activities;
4. Reviewing and recommending proposals for certificate programs (e.g., Global Awareness Program, Research Experience Program, Service Learning Program); and
5. Envisioning innovative ways to meet learning outcomes.

Additional Charges

1. Work with University Academic Assessment Committee to finalize and communicate assessment and recertification process. Pilot the process with a small group of courses and departments.
2. Monitor availability of opportunities for students to complete the KU Core in timely and flexible manner
3. Consider implications of adding oversight of Applied English Center's (AEC) undergraduate courses to standing charges of UCCC.

II. UCCC Actions Regarding Course Approval

- A. UCCC approved 48 course-learning outcome matches for the KU Core curriculum:

Goal & Learning Outcome	Approved
Goal 1, Learning Outcome 1	3
Goal 1, Learning Outcome 2	2
Goal 2, Learning Outcome 1	1
Goal 2, Learning Outcome 2	4
Goal 3	7
Goal 4, Learning Outcome 1	6
Goal 4, Learning Outcome 2	14

Goal 5, Learning Outcome 1	4
Goal 5, Learning Outcome 2	0
Goal 6	7

- B. UCCC returned 9 course/learning outcome applications to nominating units for, in most cases, potential revision and resubmission.
- C. UCCC approved a set of additions to international short-term experiences for Goal 4.2 submitted by the Office of International Programs. UCCC also approved two special topics study abroad course (IBUS 500/EBGR 560 and COMS 560) for Goal 4.2 for one year only.
- D. UCCC considered three multi-course sequences proposed by the School of Engineering to meet Goal 5, Learning Outcome 1 and Goal 2, Learning Outcome 2. These sequences would incorporate the objectives and requirements of their respective goals across multiple courses through integration into existing courses, and are intended to be taken only by students majoring in the specified department. One sequence was approved for the Department of Electrical Engineering & Computer Science to meet Goal 5, Learning Outcome 1. Two additional sequences were returned to the Department of Chemical & Petroleum Engineering for potential revision and resubmission.
- E. The average time for a decision on courses submitted for approval into the Core during 2014-15 was 2-4 weeks from the time the course was forwarded to the UCCC from the appropriate school/college committee or representative. The overall typical time for course submission to approval from the College in 2014-15 was 5-8 weeks when including the time required for approval by the Committee on Undergraduate Studies and Advising (average time for CUSA approval: 3 to 4 weeks; longest time: 14 weeks).

III. UCCC Actions Regarding Course Review Process

- A. The KU Core includes a review process to ensure that all courses and experiences that are part of the Core continue to meet their specified learning outcomes. This Core Review has two components 1.) recertification of courses and experiences to ensure they meet specified learning outcomes and 2.) assessment of achievement of KU learning outcomes. All courses and experiences must participate in this review to remain part of the KU Core. This review will begin in Fall, 2015. A major focus of the 2014-15 UCCC was to complete the framework and format for this review and to begin its implementation.
- B. The initial KU Core review will follow a six-year cycle, as outlined in the table below. Courses will be reviewed based on their goal and learning outcome. A course that meets multiple goals or learning outcomes will be reviewed

separately for each of these goals. An expedited review process will be implemented for Goal 3 courses.

Year	Learning Outcomes Reviewed
2015-16	Goal 1 (LO1 and LO2)
2016-17	Goal 2 (LO1 and LO2), Goal 3 (Arts and Humanities)
2017-18	Goal 4 LO1 and Goal 3 (Natural Sciences & Mathematics)
2018-19	Goal 4 LO2
2019-20	Goal 5 (LO1 and LO2), Goal 3 (Social & Behavioral Sciences)
2020-21	Goal 6 (LO1 and LO2)

- C. UCCC established a timeline for the KU Core Review of Goal 1 in 2015-16. Departments will submit their forms for Goal 1 courses by September 15, 2015, using the Assessment System Online. UCCC will begin their review of these courses beginning on September 15, and will respond to Departments and Programs on a rolling basis as reviews are completed. If courses are not approved during the initial review process, a response and re-review process will be conducted during the 2016 spring semester.
- D. A pilot version of the KU Core review process was carried out in Spring 2015 for selected courses that met Core Goals 1 or 2. Six courses completed this review process, as listed below. In exchange for participating in this pilot process, these courses are considered to have met their requirements for review during the initial KU Core Review cycle and are recertified.

Goal, LO	Courses Completing the Pilot Review
Goal 1, LO1	First Year Seminars, CLSX 151
Goal 2, LO1	HWC 110, HWC 204
Goal 2, LO2	COMS 130, MEMT 330

- E. In consultation with the Center for Teaching Excellence and the University Academic Assessment Committee, and with the assistance and feedback of the pilot review participants, UCCC developed and approved forms for use in the KU Core review. These forms are presented in an appendix to this report.
- F. Materials for the KU Core Review, including review instructions, forms for use in review of Goals 1 and 2, and examples from the pilot review program, have been made available to the KU Community at the KU Assessment website (assessment.ku.edu/ku-core-review-instructions). Two town hall meetings were also held in April 2015 to present the KU Core Review process and procedures.

IV. UCCC Actions Regarding Certificate Programs

UCCC discussed a framework for approving certificate programs that would apply to undergraduate certificates but not professional certificates. Subsequently, a new university policy on the approval and review of undergraduate certificates was developed and promulgated.

V. UCCC Policies, Procedures, and Administrative Actions

- A. UCCC clarified several issues regarding application of transfer courses to meet KU Core goals. Courses that transfer as equivalent to a KU course approved for the Core will be accepted as fully meeting that requirement, even if the transferred course does not meet the single approved course unit requirement of at least 3 credits. Courses transferred from community colleges cannot be used to meet Goal 6, as that goal must be met at the junior or senior level.
- B. UCCC approved two-year transitional exceptions for Music 320 and 480. Both courses were initially approved for the KU Core despite not meeting the definition of an approved educational unit for a single course (3 credits or more). These courses will continue to be accepted as meeting Core requirements through Spring 2016. UCCC will continue to work in 2015-16 to resolve issues with Goal 6 courses approved for the Core that do not meet the 3 credit requirement, and to develop a set of guidelines for these courses.
- C. UCCC approved a motion to allow students who enroll at KU and already possess a bachelor's degree from an accredited US institution to be exempted from KU Core requirements. The specific language approved is as follows:

“Students who have earned a bachelor's degree from an accredited U.S. institution prior to their enrollment at KU shall be exempted from the KU Core when enrolling in an undergraduate degree program at KU. Students with a bachelor's degree from KU shall also be exempted from the Core when re-enrolling for an undergraduate degree in another program.”

The purpose of this exemption is to acknowledge that students in this position have already completed an accepted general education program as a condition of completing their previous bachelor's degree, even if that program was not equivalent in all respects to the KU Core requirements. This exemption is currently under consideration by the Provost's office, which must also approve changes to the KU Core itself. UCCC will continue to work with the Provost's office on this exemption in 2015-16 as needed.

- D. UCCC approved three new courses under the UNIV designation for university-wide courses for undergraduate students (UNIV 102, 103, 104).

UCCC also approved a set of guidelines for future UNIV courses to establish what types of courses could be considered for approval by UCCC under this designation.

- E. The UCCC discussed the possibility of adding oversight of the Applied English Center's (AEC) undergraduate courses to the standing charges of UCCC. However, the committee did not think that this was an appropriate step to take at this time.
- F. Fourteen student petitions for substitutions for KU Core approved units were forwarded to UCCC from the Dean of Undergraduate Studies. All were approved after review by UCCC.
- G. UCCC created a subcommittee to review student petitions submitted during the summer when the UCCC does not conduct regular meetings.
- H. At its May 12, 2015, meeting, UCCC elected Lizette Peter, School of Education, as its 2015-2016 chair.

Membership of UCCC

Christopher Anderson, Business; David Brackett, College (School of the Arts); Ann Cudd, Undergraduate Studies (ex officio); Alexander Dang, Student (Spring, 2015); Erin Ellis, Libraries (ex officio); Gabrielle Frawley, Student (Fall 2014); Garrett Fugate, Student (Spring, 2015); Zach George, Student (Fall, 2014); Jeff Hall, College (Social Sciences); Alex Kaechele, Student (Spring, 2015); Clarence Lang, College (International and Interdisciplinary Studies); Alicia Levin, Music; Marie-Alice L'Heureux, Architecture, Design & Planning; Alice Lieberman, Social Welfare; Bruce Lieberman, College (Natural Sciences and Mathematics); Lou Loescher-Junger, KU Medical Center (ex officio); Charles Marsh, Journalism & Mass Communications; Katie Meister, Student (Fall, 2014); Edward Peltier, Engineering; Lizette Peters, Education; Emma Scioli, College (Humanities); Barbara Woods, Pharmacy.

Supporting UCCC:

Paul Klute, Research Analyst; Jeni Klute, Administrative Assistant; and Lucy Russell, Undergraduate Studies.

For more information on the KU Core curriculum, please visit www.kucore.ku.edu.

Submitted by:

Edward Peltier

2014-2015 Chair

University Core Curriculum Committee