

University Core Curriculum Committee Annual Report: 2013-2014

July, 2014

I. Charges to the University Core Curriculum Committee

- A. The University Core Curriculum Committee (UCCC) received five standing charges and seven additional charges at its initial meeting on September 9, 2013:

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. Adopt bylaws or procedural manual.
2. Create a petition process for substitutions to KU Core approved units.
3. Clarify guidelines for the approval process for adding courses and experiences to the KU Core.
4. Consider assessment and recertification process.
5. Monitor availability of opportunities for students to complete KU Core in timely and flexible manner.
6. Consider how courses offered in Undergraduate Studies will be overseen (UNIV designation for, advising/time management courses, experiential learning and internships run through the Center for Civic and Social Responsibility or the University Career Center).
7. Consider an approval process for certificate programs run by Undergraduate Studies.

II. UCCC Actions Regarding Courses

- A. UCCC approved 79 course-learning outcome matches for the KU Core curriculum including 5 course sequences:

Goal & Learning Outcome	Approved
Goal 1, Learning Outcome 1	2
Goal 1, Learning Outcome 2	1

Goal 2, Learning Outcome 1	4
Goal 2, Learning Outcome 2	3
Goal 3	9
Goal 4, Learning Outcome 1	7
Goal 4, Learning Outcome 2	9
Goal 5, Learning Outcome 1	11
Goal 5, Learning Outcome 2	0
Goal 6	22

- B. UCCC returned approximately 9 course/learning outcome applications to nominating units for, in most cases, potential revision and resubmission.

III. UCCC Actions Regarding Certificate Programs

- A. UCCC drafted a proposed Framework for Oversight of Undergraduate Certificates. The framework included a process and criteria that will be discussed and considered by the 2014-2015 UCCC.

IV. UCCC Policies, Procedures, and Administrative Actions

- A. UCCC reviewed, revised, and approved a Procedures and Understandings Manual to provide clarity and historical record for the functioning of the UCCC. Language to clarify expectations and interpretations for Goal 5 and Goal 2.2 was approved.
- B. UCCC clarified the process for nominating a courses and experiences for inclusion in the KU Core. Process flowcharts were approved and posted to the KU Core website.
 - 1. This clarification relied on the following language from the University Core Curriculum Policy: “This committee shall entertain proposals forwarded from the curriculum committees of the professional schools and College to consider courses and experiential learning activities that meet the requirements of the KU Core Curriculum.”
- C. UCCC worked with the Office of Undergraduate Studies to establish KU Core transcript equivalency procedures for courses that are not currently offered. The transcript endorsement process includes: clear ancestral courses to current course are approved as substitution, unclear ancestral courses confirmed with department before approved as substitution, courses no longer taught but similar to KU Core approved courses require a petition submitted and considered by UCCC.
- D. UCCC approved the requirement that all KU Core course nominations include

a syllabus of the course nominated.

- E. Noting that all units approved for the KU Core must document student learning that has enabled those students to achieve the specified learning outcome(s), UCCC approved a draft process for reviewing and recertifying approved units. The UCCC sought input on the draft from the Chairs & Directors of the College and Associate Deans. The UCCC will continue to seek input from the broader university community during 2014-2015.
- F. UCCC established a petition process for substitutions for KU Core approved units. An on-line form was generated and published to the KU Core website. The following table shows a count of the petitions forwarded to UCCC by goal and their outcomes:

	Approved	Not Approved
Goal 1.1	2	
Goal 1.2		
Goal 2.1	2	
Goal 2.2		1
Goal 3	1	2
Goal 4.1	1	3
Goal 4.2	1	3
Goal 5	1	2
Goal 6	1	

- G. UCCC established a process for withdrawing a course from the KU Core and posted a process flowchart to the KU Core website.
- H. UCCC approved a UNIV designation for university-wide courses for undergraduate students that do not have a home department with oversight from the Office of Undergraduate Studies. UNIV 101 was approved.
- I. UCCC created a subcommittee to review student petitions submitted during the summer when the UCCC does not conduct regular meetings.
- J. At its May 5, 2014, meeting, UCCC elected Edward Peltier, School of Engineering, as its 2014-2015 chair.

Membership of UCCC

Tyler Blake, student; Tyler Childress, student; Ann Cudd, Undergraduate Studies (ex officio); Dale Dorsey, College (Humanities); Erin Ellis (ex officio), Libraries; Emma Halling, student; Christopher Johnson, Music; Liz Kowalchuk, College (School of the

Arts); Marie-Alice L'Heureux, Architecture, Design, & Planning; Clarence Lang, College (International and Interdisciplinary Studies); Lou Loescher-Junger & Chris Meiers (ex officio), KU Medical Center; Alice Lieberman, Social Welfare; Bruce Lieberman, College (Natural Sciences and Mathematics); Charles Marsh, Journalism & Mass Communications; Edward Peltier, Engineering; Susan Scholz, Business; David Smith, College (Social Sciences); Kelli Thomas, Education; Barbara Woods, Pharmacy.

Supporting UCCC:

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

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

Submitted by:

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2013-2014 Chair
University Core Curriculum Committee