TO: The Academic Senate
FROM: Committee on Instruction and Curriculum (CIC)
SUBJECT: 16-17 CIC 85 amended: Policy for renewal of all university-wide graduation requirements

PURPOSE: Approval of the Academic Senate

ACTION REQUESTED: That the Senate approve the proposed policies below. Upon approval of the President, effective Fall, 2018.

BACKGROUND INFORMATION:
In 13-14 CIC 4, the Senate determined to systematically review General Education courses periodically. With the new overlays approved, as well as other university-wide graduation requirements (such as second composition, Code, and first- and second-tier writing) courses being considered for approval currently, members of the GE Subcommittee suggested that an analogous procedure be implemented for all university-wide graduation requirements. The intent is to generalize the aforementioned policy to include all university-wide graduation requirements, not just General Education. During semester conversion, the GE Subcommittee is handling General Education, Code, and Overlay approvals. However, the Committee might revert to the previous system of having subcommittees for overlays and/or Code after semesters are approved. So as not to make the determination for a future Committee, the Committee used the phrase “appropriate subcommittee”.

PROPOSED POLICY FOR RENEWAL OF UNIVERSITY-WIDE GRADUATION REQUIREMENT, INCLUDING GENERAL EDUCATION, COURSES
CIC shall charge the appropriate subcommittee with renewing University-Wide Graduation Requirement designations in intervals not to exceed five years, beginning no later than academic year 2019-2020. These courses shall be renewed by category, such as GE Area, rather than every 5 years based upon original date of approval. Departments seeking renewals for their courses will be provided a form for renewal and should be expected to provide syllabi and evidence of student accomplishments. Consistent with the Policies and Procedures of CIC (Article V, Section 4), CIC shall be responsible for informing departments when their courses are subject to GE renewal, keeping detailed records of course review, and communicating the details of that review to faculty member(s) and department chairs submitting the course. Departments will be given an opportunity to revise and resubmit their proposals. Also consistent with the Committee’s policies and procedures, minutes of the Subcommittee meetings detailing
discussion, votes, and decisions regarding proposals will be kept on the Academic Senate website. If a renewal request is not submitted for a particular course, revocation of certification is automatic. If a course is not renewed, its certification for that university-wide graduation requirement will be revoked.