**CORE Course – Proposal** *(Form updated: 2021-10-05)*

***Faculty members proposing Core courses agree to take part in Core student learning assessment.***

Faculty Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dept.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Course Number & Name:

Cross-listing (if relevant): Credits:

**Course Description (***to appear in the Course Catalog***):**

If the course currently exists and the course description is being modified, please include the current course description here (*i.e.*, the course description currently in the catalog):

Pre-requisites (*courses or class standing*): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_ Co-requisites: \_\_\_\_\_\_\_\_\_

**Additional catalog information** (*e.g.,* Fulfills DIV/VPA/IDS, if the course will fulfill one or more of these categories; Pass/fail only; Not open to...;)

First Offering: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Future Offerings:

*N.B.: A course must be offered at least once every three years, preferably every other year.*

Expected Instructor(s) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The course syllabus MUST be submitted with this form. (See Section 5 below.)

REQUIRED INFORMATION

* + 1. **Course caps: What place in the Core will this course occupy?** (select ONE “Course Type”)

|  |  |  |
| --- | --- | --- |
| **Check Here** | **Course Type** | **Standard Cap** |
|  | **COR 100** | **20** |
|  | **ENG 310** | **30** |
|  | **ENG 310 Team-taught** | **70** |
|  | **IDS** | **35** |
|  | **IDS Team-taught** | **70** |
|  | **COR 400 with > 1/3 guest lecturers** | **25** |
|  | **COR 400 with < 1/3 guest lecturers** | **35** |
|  | **COR 400 Team-taught** | **70** |
|  | **COR 400 with discussion sections** | **100** |
|  | **Other (***e.g.***, Nat.Sci, Soc.Sci, REL, THE,** *etc)****: \_\_\_\_\_\_\_\_\_\_\_******or*** **ENG 310 / IDS / COR400** *(with non-standard cap***): \_\_\_\_\_** | **\*\_\_\_\_\_** |

\*If a non-standard cap is proposed, provide a detailed rationale for the cap.

* + 1. **If the proposed course is COR 400, please check the appropriate course focus.**

|  |  |
| --- | --- |
| **Check Here** | **Focus** |
|  | **Artistic/Creative** |
|  | **Reflective/Spiritual** |
|  | **Social/Political** |

Explain how the course will explore and/or develop this focus.

* + 1. **Check the appropriate designation(s) for the course, if any.**

|  |  |  |
| --- | --- | --- |
| **Check Here** | **Designation** | **Credit Number** |
|  | **DIV** |  |
|  | **VPA** |  |
|  | **IDS** |  |
|  | **CE** |  |

N.B.: Courses can carry more than one designation. However, if a course has both CE and IDS designations, it can fulfill only one of those Core requirements on a student’s record. If a course carries three designations, it can fulfill at most two Core requirements on a student’s record.

 Answer the questions relevant to the designation(s) checked above.

1. **DIV = Diversity:** The course must include substantial content relating to an understanding of cultural differences and their power implications. *The course syllabus needs to illustrate this in its learning objectives as well as in the learning materials and activities.*
	* + - 1. **How does the course promote an understanding of cultural differences and their power implications?**
				2. **How does the course help students question their own understanding of the world and their position in it?**
2. **VPA = Visual and Performing Arts:**
	* If the course is 3-cr, then *about 1/3 of the course work* must include the creation/performance *and/or* analysis of works in visual or performing arts.
	* If the course is 1-cr, then its *primary focus* must be the creation/performance *and/or* analysis of works in visual or performing arts.
	* *The course syllabus needs to illustrate this in its learning objectives as well as in the learning materials and activities.*

How does the course address these guidelines?

1. **IDS = Interdisciplinary Studies:** The primary learning goal of an IDS course is "to challenge students in all majors to integrate knowledge in diverse disciplines.” The course must include significant content from a “first” discipline within natural sciences, social sciences, or mathematics; and significant content from a “second” discipline that is outside the first discipline area. *The course syllabus needs to illustrate this in its learning objectives as well as in the learning materials and activities.*

 How does the course juxtapose the two distinctly different conceptual frameworks and/or methodologies to challenge students to discover insights, questions, and new knowledge?

 **(D.) CE = Cultural Elective:** CE courses can fulfill the Encountering Another Culture (EAC) requirement for Madden and Purcell students. CE courses enable students to gain cultural fluency in a foreign culture. Through these courses, students will understand, come to respect, and appreciate one or more foreign cultures, including the culture’s patterned, alternative ways of viewing the world, alternative meaning systems, alternative ways of acting and interacting in the world, and alternative moral and value systems. *The course syllabus needs to illustrate this in its learning objectives as well as in the learning materials and activities.*

 How does the course address these guidelines?

**4. SPECIAL FEATURES** (*e.g.,* team taught, service learning, learning community*, etc.)*

**5. SYLLABUS.** Attach the current syllabus, if this is an existing course; or a fairly-detailed sample syllabus, if a new course.

The syllabus must adhere to the Syllabus check-list, per the Curriculum Committee’s guidelines. *Special features described in Section 4. must be reflected in the syllabus.*

**6. CORE LEARNING OUTCOMES (CLO)**. *Refer to the Core curriculum map.*

I understand that every course offering must include an assignment relevant to each mapped CLO that can be used for assessment. A single assignment may be appropriate for assessing multiple CLOs. If this course is included in Core assessment, I agree to participate in the assessment process.

**Faculty Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_

**7. RESOURCES. *All signatures must be obtained prior to submission of the application.***

1. **TECHNOLOGY.** If instructional design and/or technology resources are required to

 implement the new (or modified) course, the following must be completed:

 I have reviewed this proposal with the Director of Information Technology *or* his/her designee (Director of Academic Technology Services).

**Faculty Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_

The faculty member proposing this course has a plan that is satisfied by Le Moyne's existing staffing and technology resources *and/or* has allowed adequate time for the acquisition and installation of required software and/or services, *and* has secured required financial resources via Le Moyne's budgeting process.

**Director of Academic Technology Signature**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 ***OR***

 **Senior Director of IT Signature:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **(B.) LIBRARY.** If library resources are required to implement the new (or modified) course, the following must be completed:

 I have reviewed this proposal with the relevant Program Librarian.

**Faculty Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 The faculty member proposing this course has allowed adequate time for the acquisition of required course resources and/or services, *and* has secured required financial resources via Le Moyne's budgeting process.

 Librarian Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **(C.) OTHER cost implications** (*e.g.,* new materials, team teaching, service learning, *etc.*)

**8. Other SIGNATURES**.

 Proposal prepared by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_

 Dept. Chair/Prog. Director \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_

 Cross-listing Dept. Chair/Prog. Director \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_

 For IDS course proposal: Dept. Chair/Prog. Director of second discipline:

 Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_

N.B.: *All* relevant signatures above (in items 6-8) must be included with the submission.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

APPROVALS

Core Director \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_

Curriculum Comm. Chair \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_

Dean of Arts/Sciences OR

Dean of Purcell OR

Dean of Madden \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_