

Baccalaureate Core Committee Standing Rules

The Baccalaureate Core Committee has the authority to develop and approve strategy, policy and planning for the Baccalaureate Core.

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. ~~Three~~ **At least two** of the **voting** faculty members shall be from the College of Liberal Arts, ~~at least three~~ **two** from the College of Science, **and in so far as possible, at least one from each college responsible for granting standalone Bachelor Degrees.** ~~two from OSU-Cascades and six from faculty in other colleges or academic units.~~ **OSU-Cascades shall have one voting representative on the Committee.** ~~There shall be at least two representatives from OSU-Cascades.~~ **The voting membership shall also consist of one professional academic advisor and up to two other professional faculty who are involved in either instruction, advising and/or curriculum. No college shall form a majority of the committee.** In addition, the following shall be ex-officio members, non-voting: the Writing Intensive Curriculum program director, the Difference, Power, and Discrimination program director, ~~a Faculty Affairs representative appointed by the Senior Vice Provost for Faculty Affairs~~ **an Undergraduate Education representative appointed by the Vice Provost for Undergraduate Education** and an Ecampus representative appointed by the Associate Provost for Extended Campus.

Course Selection

1. The Baccalaureate Core Committee may 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 Baccalaureate Core Committee submission.
3. All submissions shall be routed for additional curriculum review at the discretion of the Baccalaureate Core Committee. Request for such reviews, and selection of the reviewing unit, will be made by the Baccalaureate Core Committee. 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 WRI and WR II must be routed to the Writing Advisory Board, which is composed of the Writing Intensive Curriculum Director, the Director of First Year Writing, the Director 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 Baccalaureate Core Committee will review all submissions to assure compliance with the criteria adopted by the Faculty Senate; those courses which are deemed by the Baccalaureate Core Committee to meet these criteria and address the category learning outcomes can be approved for inclusion as general education courses, subject to approval by the Curriculum Council.
6. **The Baccalaureate Core Committee has the authority to request changes to existing courses and/or deny continuation of Baccalaureate Core status for**

courses.

7. A majority of the Baccalaureate Core Committee voting members present is required to approve or deny the status of any Baccalaureate Core course.

Rationale:

The Committee is requesting several changes to the Standing Rules. Most of which are housekeeping updates or inclusions. We have not consistently reviewed and updated the

Standing Rules over the years, and feel we need to have clear and transparent language. We also seek to create a more inclusive and diverse committee membership profile, which we feel is a best practice in shared governance.

The Baccalaureate Core Committee seeks to update the committee's participation to address:

- College representation inclusivity requests (colleges such as Earth, Ocean, and Atmospheric Sciences and Engineering have specifically requested to have a designated representative on the committee). The Committee feels that all colleges who offer a Bachelor degree and thereby whose students complete the Baccalaureate Core requirements should have representation. Since the Baccalaureate Core is open to all colleges to submit courses, there needs to be a representative present who can vote and speak for their college. The colleges of Liberal Arts and Science have agreed to drop down from three members to two members in order to accommodate for inclusivity.*
- Recognize service by professional faculty – there are professional faculty who work with curriculum within colleges or have expertise in central functional areas who can provide a diverse and relevant perspective on the student experience, university policy, etc., related to the Baccalaureate Core.*
- Include the perspective and experience from the academic advising community – academic advisors are experts on interpreting and communicating academic policies and regulations to students and faculty. The committee has had at least one professional academic advisor on the committee for almost a decade, and the committee feels they have benefited from their knowledge base. Advisors also work with program and Baccalaureate Core curriculum on a regular basis.*
- Professional faculty and professional advisors can be from any of the colleges and those individuals can either be the representative for their college or add to their college representation. No college can form the majority of the committee.*
- Accommodate the OSU-Cascades campus request to drop down to one committee member – two OSU-Cascades campus members were added to the committee in 2016 as a result of campus expansion and four-year degree offerings. Since OSU- Cascades teaches and proposes Baccalaureate Core classes, they need to be represented on the committee. The OSU-Cascades campus has had a difficult time providing two representatives, and requested that we only require one representative, which they feel is proportionate to the population and course offerings on their campus.*

Course selection:

We seek to create consistency in policy between course selection and category reviews. Currently within category reviews, "The BCC has the authority to request changes to existing courses and/or deny continuation of Baccalaureate Core status for courses." The Baccalaureate Core Committee also has the authority to deny courses within the course management system (CPS and CIM), but there is nothing in writing that supports this. We would like the Standing Rules to be consistent with the authority of the committee and formalize the current practice. We also feel this is a best practice in transparency.

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- 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.
- All submissions that deal with WRI and WRII must be routed to the Writing Advisory Board, which is composed of the Writing Intensive Curriculum Director, the Director of First Year Writing, the Director 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.
- The BCC will review all submissions to assure compliance with the criteria adopted by the Faculty Senate; those courses which are deemed by the BCC to meet these criteria and address the category learning outcomes can be approved for inclusion as general education courses, subject to approval by the Curriculum Council.
- A majority of the Baccalaureate Core Committee voting members present is required to approve or deny the status of any Baccalaureate Core course.

- **Category Reviews**

- The BCC will periodically request and review institutional data in order to evaluate Baccalaureate Core categories based on:
 - adequate access to courses within the category;
 - consistency of category criteria and learning outcomes with institutional goals for undergraduate learning;
 - evidence of students achieving satisfactory success relative to category learning outcomes; and
 - 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.
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- **Changes in Core or Criteria or Process**

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

(Rev 04/01; 06/07; 06/08; 04/12; 06/13; 05/17)

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