



Colleagues,

Please find attached the new College Curriculum Committee Checklist for course proposals and emendations. All proposals that are submitted for review to the CCC prior to being forwarded to the University's Undergraduate or Graduate Curriculum Committees must include this survey of pedagogic intentions and course features. Accordingly, the CCC will determine if the course upholds the College of Liberal Art's commitment to student-centered, competency-based learning and praxis.

The Checklist will be used as a tool to foment the College's initiatives for redesigning the writing and oral communication General Education core as a pilot. More importantly, it should be deployed to insure intentional course design for new or redesigned required courses and electives in each discipline. If used strategically, it should call attention to the ways that courses will work individually and collectively to

- Address explicit pedagogic domains and perspectives
- Foster learning outcomes and competencies
- Implement high impact strategies for student-centered learning and student success

Furthermore, using LEAP goals/rubrics to strategically design formative and summative assessments will help to scaffold increasing degrees of competency and rigor across the major in meaningful and coherent ways.

The CLA Curriculum Committee is committed to expediting the process of course approval. The process has been thwarted previously by course proposals that were incomplete, inaccurate, or poorly written. Henceforth, each department is asked to submit only those proposals that are intentionally designed, well-written, and error free. To facilitate this process, CCC members are required to meet with their departmental curriculum committees to vet and perfect course proposals prior to their submission to the College Curriculum Committee. The CCC is comprised of members from the departments of Music, History/Philosophy, English/Modern Foreign Languages, Mass Communications, Speech/Theater, and Psychology. A member of the CCC will be appointed to support the departments of Criminal Justice/Sociology, Political Science, and Art as needed. Once the proposals have passed departmental review, it is advisable that they be reviewed for clarity by staffers at the Richard Wright Center. Only those proposals that meet the approved standard of excellence will be forwarded to the appropriate University Curriculum committees. Others will be returned to the originating department for revision.

Please ask your CCC designee to describe the new strategy and procedures to your faculty at your next faculty meeting. If you do not have a departmental representative on the committee, we would be happy to dispatch someone to address your faculty as well. If you have any questions, please do not hesitate to contact me.

All the best,

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