

SALISBURY UNIVERSITY FACULTY SENATE MOTION

Submit this form to the Faculty Senate President

SUBJECT: Creating an expedited General Education review process for shell courses

SENATOR PROPOSING MOTION: José I. Juncosa, Jr.

SENATOR SECONDING MOTION:

MOTION: The Faculty Senate amends the GEOC standing rules to include the following in Section 7, after the tables with the Minimum Rubric Evaluation Criteria:

PERIODIC REVIEW OF SHELL COURSES

Shell courses are general topics courses that have been approved for General Education as meeting or exceeding all General Education category requirements. However, during the approval process, significant components of the course are left undefined or stated as variable. Accordingly, to ensure all category requirements continue to be met, shell courses will be required to submit syllabi that are different than those already approved for review and approval before implementation. Minor changes to a syllabus that do not alter course content or assessment are not subject to subsequent review.

SHELL COURSE SYLLABI REVIEW PROCESS

1. Originator launches proposal in Curriculog
2. Academic Chair (1 week)
3. GEOC Subcommittee based on General Education category (1-2 weeks)*
4. GEOC (1-2 weeks)** ,***

* For shell courses within multiple General Education categories, the faculty course originator will create multiple Course Proposals in Curriculog, one for each General Education category.

** The GEOC chair may summarily approve a new syllabus on behalf of the GEOC after approval by the relevant subcommittee(s) if the chair deems that no discussion by the full GEOC is necessary.

*** Appeals of GEOC or GEOC Advisory Subcommittee negative decisions will follow the same procedure and timeline as those for full course approvals.

MINIMUM REQUIRED MATERIALS FOR GEOC REVIEW OF SHELL COURSE SYLLABI

1. Cover Letter/Rationale/Justification
 - a. Items that are unchanged from previous approved frameworks or syllabi do not need to be justified again (previous approval must be noted).
 - b. Rationale must include sound justification as to how this new syllabus ensures the course still meets the requirements for its approved General Education category. The originator must demonstrate how the course will still teach to and assess the Student Learning Outcomes assigned to the designated General Education category. In the event the shell course is approved for more than one General Education category, the originator will need to write a specific rationale for each category application in Curriculog.

- c. Refer to each requested General Education category-specific list of criteria and evaluation rubric for category-specific requirements.

2. Course Syllabus

SHARED SYLLABUS COURSES

Shared syllabus courses are those where all instructors share the same General Education-related items across all syllabi, without changes. These items encompass all topics, assignments, and assessments that have been approved by the GEOC. Shared syllabus courses are not required to submit new syllabi for review by the GEOC.

JUSTIFICATION:

The GEOC is responsible for ensuring that courses meet all category requirements for General Education courses. Shell courses have been designed so that Faculty and departments have the flexibility to innovate within a framework that has been vetted to meet General Education requirements. Because shell course syllabi can vary much more than for traditional courses, GEOC believes that significantly different syllabi should be approved by itself and its subcommittees. To allow for quick review and minimal faculty effort, an expedited approval process for shell course syllabi is proposed.

ANTICIPATED IMPACT:

Negative: Shell courses will need to be evaluated every time a significantly different topic/area/etc. is to be offered.

Positive: There will be a streamlined review process that allows for continuous review of shell courses, which are by nature variable.

Is this a recommendation to the Provost? Yes___ No___
Is this a recommendation to someone else? No___ Yes, to _____

DATE: Number of Senators Present: Votes in Favor: Motion Passes or Fails: