Liberal Arts Core
Course Criteria

Procedures for Proposing a Course for the Liberal Arts Core

To propose a course for inclusion in the Liberal Arts Core, a program area must complete the relevant parts of the official UNC Curriculum Review form and see to it that the form is forwarded along with the course syllabus to the Liberal Arts Council for its approval. This can be done by attaching it to an e-mail to jaime.ingrisano@unco.edu.

Only 100- and 200-level courses may be included within the Core, and program areas are normally restricted to having not more than 15% of the courses listed in the *Catalog* as Liberal Arts Core courses. (Exceptions are normally allowed for intermediate writing courses (Area 1b), mathematics courses (Area 2), 100-level language courses (Area 3d), and 200-level language courses and other courses proposed for inclusion in Areas 7 and 8.)

Either the proposal itself or the accompanying syllabus must contain evidence that the course satisfies the criteria contained in this document.

Any such proposal goes first to the Core Curriculum Committee responsible for the courses in the area of the Core for which the course is being proposed. The Core Curriculum Committee's recommendation regarding the course is then forwarded to the Council and acted upon by the Council. The Council's decision is final (except with regard to securing gtPathways approval for the course, regarding which, see below). The program area may, if it wishes, send a representative to the meeting of the Liberal Arts Council at which the proposal is to be considered. This is not, however, required.

Courses being proposed for inclusion in Areas 1–6 of the Core must also be nominated for inclusion within the state's gtPathways program, and will not become a part of the Liberal Arts Core until approved for inclusion in gtPathways. For all such courses, the CDHE's form for nominating courses for gtPathways must also be completed, and *the syllabus included in the proposal* must also contain evidence that all the claims made about the course on the CDHE's nomination form are true. When courses have been turned down for gtPathways at the state level, it has almost invariably been the case that this happened because the syllabus failed to provide adequate evidence of just this kind. Program areas proposing courses for gtPathways should be prepared to send someone to Denver on the occasion of the state-level review to answer questions in person. This has been found to be extremely useful as a way to ensure approval for inclusion in gtPathways in a very large number of cases.

To be included as a Liberal Arts Core course in the *Catalog* for a particular year, all the necessary approvals must be in place prior to the deadline for *Catalog* submissions—typically about February 1 for the *Catalog* for the following school year.