

**Subject:** Call for Proposals for Designation in the New General Education Curriculum  
**Date:** Wednesday, September 18, 2019 at 12:00:43 PM Eastern Daylight Time  
**From:** Nicole Crowder (ncrowder)  
**To:** All\_FT\_Teaching\_Faculty  
**Attachments:** General Education Curriculum Student Learning Outcomes.docx, General Education Course Proposal Form.docx, Digital Intensive Course Proposal Form.pdf

Greetings!

Following approval of the full set of Student Learning Outcomes for the new General Education Curriculum, the General Education Committee is now accepting proposals for designation of courses for the new curriculum. Attached to this email, you will find the course proposal forms and the student learning outcomes that you should use as you prepare your submissions.

All proposals must be submitted electronically to [umwgened@gmail.com](mailto:umwgened@gmail.com) by October 11, 2019.

Below, please find answers to all of your questions (hopefully!) about this process. If you have additional questions, need assistance, or need more information about any of this, please don't hesitate to contact me.

Nicole Crowder  
Chair, University General Education Committee

1. How do I submit a proposal?

Email the proposal form and a representative syllabus (containing the new Student Learning Outcomes) as a single document to [umwgened@gmail.com](mailto:umwgened@gmail.com).

Complete the form by selecting the desired designation and writing a brief rationale (2-4 sentences, no longer than a paragraph) for how the course will meet each of the Student Learning Outcomes for that category. Student Learning Outcomes are listed by category in the file *General Education Curriculum Student Learning Outcomes* attached to this email and posted on the General Education Committee website.

2. When do proposals have to be in?

All proposals must be submitted by October 11, 2019. This is the Friday before Fall Break!

3. What is the timeline for decisions?

Each faculty working group will set its own schedule for consideration of proposals. Working group recommendations for approved courses are due to the General Education Committee by November 11<sup>th</sup>. The General Education Committee will review these recommendations at their November 18<sup>th</sup> meeting and make a final recommendation of approved courses to the University Faculty Council for consideration at its December 4<sup>th</sup> meeting.

4. What proposal form should I use?

There are two different forms. Proposals for Digital Intensive designation should use the *Digital Intensive Course Proposal Form*. Proposals for Arts and Literature, Humanities, Natural Science, Quantitative Reasoning, Social Science, Beyond the Classroom, Diverse and

Global Perspectives, and After Mary Washington should use the *General Education Course Proposal Form*. Both forms are attached to this email and can be found on the General Education Committee website.

5. Which classes do I need to submit proposals for?

Proposals must be submitted for designation in the following categories:

- Arts and Literature
- Humanities
- Social Science
- Quantitative Reasoning
- Digital Intensive
- Diverse and Global Perspectives
- After Mary Washington

These are new categories with new or significantly revised student learning outcomes.

Courses which are currently designated in categories where the learning outcomes did not change (or had minor revisions) do not need to submit proposals. These categories include First Year Seminar, Writing Intensive, Speaking Intensive, Language, Natural Science, and Beyond the Classroom (formerly Experiential Learning) including courses designated Community Engagement. Courses that currently have these designations will automatically populate the categories under the new curriculum.

6. What courses should I consider submitting proposals for?

The committee recognizes that many upper level courses will also likely meet the general education learning outcomes, but Methods of Investigation courses (in the Arts and Literature, Humanities, Natural Science, Quantitative Reasoning, and Social Science categories) *should be lower level courses (i.e. 100 and 200-level)*.

Courses in Connections (Digital Intensive, Diverse and Global Perspectives, Beyond the Classroom, and After Mary Washington categories) and Writing and Speaking Intensive courses *can be at any level*.

7. Can I submit a course for designation in multiple categories?

Yes, a course can be designated in multiple categories, as long as it meets the learning outcomes for each designation. You must submit a separate proposal for each category that addresses the learning outcomes for that designation. Keep in mind that a course can have multiple designations, but that a student cannot satisfy multiple general education requirements with it unless it is an across-the-curriculum course.

8. Which categories are across-the-curriculum?

Writing Intensive, Speaking Intensive, Digital Intensive, and Diverse and Global Perspectives.

9. What does that mean exactly?

For instance, a course can satisfy Writing Intensive and a Methods of Investigation designation at the same time. Or a course can be both WI and SI. What a course can't do is satisfy two non-across-the-curriculum requirements at the same time. A course could be designated Arts and Literature *and* Humanities, but a student would only complete one of

those requirements with that course.

10. Can I submit a proposal for a new course to both the General Education and Curriculum committees at the same time?

Yes, for this year only. Because of the expedited timetable, we will consider new courses for general education designation that are simultaneously being submitted to the Curriculum Committee. Be sure to follow the procedures and deadlines for consideration by the Curriculum Committee. Any general education designation will be pending Curriculum Committee approval of the course.

11. Can I submit courses for general education designation after October 11<sup>th</sup>?

In order to be included in the 2020-2021 academic catalog, course proposals must be submitted by this deadline. If you miss this deadline, you can submit them for approval by the General Education Committee in a future year for inclusion in a future catalog. You would use either the *Digital Intensive Course Proposal Form* or the *General Education Course Proposal Form*, as appropriate.

12. I want to submit a new WI, SI, or FSEM course. How do I do that?

Proposals for these categories should be sent to the appropriate committees using their course proposal forms and following their procedures and deadlines.

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