

Dear Faculty,

I am writing on behalf of the Core Curriculum Implementation Team to give you an update on progress toward the new Core. Included in this e-mail are important dates, upcoming and future deadlines, information on processes and procedures, and highlights of the year's progress.

Upcoming Deadlines

October 15, 2008

Deadline for submitting syllabi for Foundations courses to be offered in the 2009-10 academic year. *Faculty who plan to teach Explorations and Integrations courses are also encouraged to submit syllabi by this date, especially if the courses are likely to be taken by first year students.*
 Fall deadline for Pathways Proposals
 Fall deadline for Honoraria for Curriculum Development and Transformation.
 Fall deadline for proposals for Honoraria for Pathways Facilitators

January 30, 2009

Winter Deadline for submitting syllabi for courses to be offered in the 2010-11 academic year.
 Deadline for Pathways Proposals
 Deadline for Honorarium Proposals for Curriculum Development and Curriculum Transformation
 Deadline for Honorarium Proposals for Pathways Facilitators

April 30, 2009

Spring Deadline for submitting syllabi for courses to be offered in the 2010-11 academic year.
 Deadline for Pathways Proposals
 Deadline for Honorarium Proposals for Curriculum Development and Curriculum Transformation
 Deadline for Honorarium Proposals for Pathways Facilitators

October 15, 2009

Deadline for submitting syllabi for courses to be offered in the 2010-11 academic year.
 Deadline for Pathways Proposals
 Deadline for Honorarium Proposals for Curriculum Development and Curriculum Transformation
 Deadline for Honorarium Proposals for Pathways Facilitators

Important Dates

September 29, 2008

Syllabus Development Workshop. The Faculty Development Program, the Office of Assessment, and the Core Implementation Team will host a Syllabus Development Workshop to assist faculty in developing syllabi for the new Core. *Bring a draft syllabus to a workshop.*

TBA Voting, as needed, for replacements to particular Faculty Core Committees

TBA fall half-day workshop

Advanced Writing Workshop: Embedding Writing in Departmental Courses and Electives. This workshop, sponsored by the Core Implementation Team, the Faculty Development Program, and the Faculty Core Committee for Critical Thinking & Writing, will assist faculty in preparing syllabi for Advanced Writing courses in any discipline.

See the Core2009 web site for other dates and deadlines in AY 2008-09 and 2009-10.

Processes and Procedures

What's the process for approval of courses for the new Core?

Guidelines for submitting syllabi are on the Syllabus Approval Form, posted at www.scu.edu/core2009. Key components of the Syllabus Approval Process:

- Submit syllabi to Office of Undergraduate Studies and Department chair.
- Include the relevant Core learning objectives on syllabi. Please include departmental (or program) learning objectives and objectives for the individual course, as appropriate.

- Indicate how course assignments are related to the Core learning objectives.
- Explain (either on the syllabus or in an attachment or cover sheet) how you'll evaluate the success of the course itself.

Need help?

- Learning objectives for each core area can be found at <http://www.scu.edu/core2009/goals.cfm>
- Look over exemplary syllabi. Syllabi approved by Faculty Core Committees are available at <http://www.scu.edu/core2009/Pilot-Courses-2008-2009.cfm> Note that faculty describe the correlation of learning objectives and assignments in a variety of ways. (This site will be password protected and accessible to SCU groupwise users only.)
- Some Faculty Core Committees have developed "How to" instructions or "Guidelines and Criteria," for faculty interested in developing courses in their areas. See <http://www.scu.edu/core2009/course-guidelines.cfm> for both the "How to" instructions (from Civic Engagement and from Religion, Theology, and Culture), and the Guidelines and Criteria, currently available from Cultures and Ideas 1 & 2; Critical Thinking and Writing; Ethics; Diversity; Science, Technology and Society; and Experiential Learning for Social Justice.
- Attend a Syllabus Development Workshop.
- Contact members of the Core Curriculum Implementation Team (Phyllis Brown & Barbara Molony, Core Coordinators; Carol Gittens, Director of Assessment, Bill Sundstrom or Phil Kesten, Associate Provosts, and Kathleen Schneider, Senior Assistant Dean) or any member of a Faculty Core Committee. See <http://www.scu.edu/core2009/committees.cfm> for Faculty Core Committee members.

What's the process for Proposing Pathways?

- Guidelines for submitting Pathways proposals are posted at <http://www.scu.edu/core2009/upload/PathwaysInvitationJuly2008.pdf>
- As noted above, October 15 is the next deadline for Pathways proposals and for proposals for honoraria for Pathways Facilitators. See below for more information.

Updates and Highlights

Pathways

- Faculty have suggested more than fifteen Pathways for the new Core curriculum. Suggested Pathways include Food, Hunger and Poverty; Human Rights; Justice and the Arts; Sustainability; New Media, Film, and E-technologies; Gender, Sexuality, and the Body, etc. See the complete list of suggested Pathways at <http://www.scu.edu/core2009/suggested-pathways.cfm> (These suggested Pathways have not yet been approved).
- How do Pathways work? See <http://www.scu.edu/core2009/integrations.cfm>

Honoraria

- Sixty three faculty received honoraria for Curriculum Development or Curriculum Transformation during the 2007-08 academic year. Honorarium recipients and proposed course titles are posted at <http://www.scu.edu/core2009/honorariarecipients.cfm>
- See http://www.scu.edu/core2009/grants_workshops.cfm for application guidelines.

Pilot Courses in CTW and C&I

- Ten Pilot courses in Critical Thinking and Writing 1 & 2 and Eleven Pilot courses in Cultures and Ideas 1 & 2 will be offered during the 2008-09 academic year. These are thematically linked two-quarter sequences. See the complete list of Pilot courses, and complete syllabi for those that have been approved, at <http://www.scu.edu/core2009/pilotcourses.cfm>
- In future years we hope to offer multiple sections of many of the Pilot courses. Pilot faculty will serve as consultants. Please contact us if you're interested in offering one of these courses in the 2009-10 academic year.

Assessment Planning

Assessment plans for individual courses

- The syllabus approval form requests a brief assessment plan for the course. The assessment plan can be included on a cover sheet or on the syllabus itself. Assessment Plans include a description of how the course assignments relate to the learning objectives for the Core Area, and a description of how the overall success of the course will be evaluated.

Assessment plans for the Core

- A multi-year assessment plan, consistent with WASC's expectation that the University take responsibility for establishing learning objectives, fostering student learning, and demonstrating student learning (both at the level of the Core and at the level of the course), is under development. The assessment plan will focus on a small set of selected learning objectives each year. It will assess student learning (not faculty teaching). The Core assessment plan can be utilized by departments for annual assessment reports and program reviews. More information on the Core assessment plan is forthcoming. Faculty interested in participating in the development of the Core assessment plan are invited to contact Carol Gittens, Director of Assessment.

Faculty Core Committees

- Approximately 70 faculty members are serving as members of 15 Faculty Core Committees with renewable two year terms. Members of the Core Curriculum Implementation Team and Faculty Core Committees can be found at <http://www.scu.edu/core2009/committees.cfm>
- Faculty Core Committees have developed learning objectives for each Core Area. Some have developed additional guidelines and criteria as well. Some have held workshops to support curriculum development. And two, CTW and C&I, have approved some syllabi for the new Core (see Pilot courses, above).
- The Faculty Senate Council approved a process for the replacement of members of Faculty Core Committees when terms end. The process, involving votes by relevant departments, was developed by representatives of the University Coordinating Committee, the Core Curriculum Implementation Team, and the Faculty Senate Council. The process (approved in May 2008) can be viewed <http://www.scu.edu/core2009/upload/CoreCommitteeProcess051908.pdf>
- Four committee members will be replaced in the fall: Terry Beers will step down from the Critical Thinking and Writing FCC; Chuck Powers from the Society Technology and Society FCC; Andrea Pappas from the Cultures and Ideas FCC and Michael Balen from the Civic Engagement FCC. We are grateful to Terry, Andrea, Chuck, and Michael for their service during this important first year of the Core Implementation Process.

Workshops

- Five Curriculum Development workshops were held in June and July, with more than 65 participants. Workshops focused on the following Core areas: Critical Thinking and Writing 1 & 2; Cultures and Ideas 1 & 2; Civic Engagement; Science, Technology, and Society; and Experiential Learning for Social Justice. Each workshop offered opportunities for engaging with the ideas central to the Core Area, developing syllabi, connecting learning objectives to assignments, and constructing assessment plans.

Web site and Contact Info

- The Core2009 web site has been revised for clarity and ease of use. We invite feedback on the web site. Please contact ugradstudies@scu.edu with suggestions for further revision.
- For more information, please see the Core website, <http://www.scu.edu/core2009> or contact the Office of Undergraduate Studies, 408-551-7032.

Thank you for your support of the implementation process for new Core curriculum. We look forward to your ongoing support as we moved toward the launch of the new Core for incoming students in Fall 2009.

7/22/08

Sincerely,

Diane Jonte-Pace
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