

Core Curriculum Submission to THECB

Texas Woman's University

Component I. Course Selection Process

A. Describe the institution's process for ensuring that each course aligns with the Foundational Component Area (FCA) description and includes the required Core Objectives.

The Texas Woman's University Undergraduate Council oversees the University's core curriculum. Membership includes elected faculty (based on undergraduate SCH); student representatives; one representative each from Faculty Senate, Council of Chairs, and Academic Council. Ex-officio members include the Associate Provost for Undergraduate Studies, the Associate VP for Institutional Effectiveness, and representatives from Student Life, Admissions, Registrar's Office, and Distance Learning. The Council designated a Core Curriculum Committee, comprised of nine full-time faculty experts with extensive knowledge of the core curriculum area they represented, to steward development of Core Curriculum 2014 revisions. Two administrators served as chair and vice-chair and three ex-officio members attended upon request. Each faculty member represented one Foundational Component Area for the new core curriculum. The chair of the committee was the chair of the Undergraduate Council Assessment Committee and the vice-chair was the chair of Undergraduate Council. The ex-officio members were the Associate Provost for Undergraduate Studies and Academic partnerships, the Assistant Provost for Institutional Research, and the Director of Academic Assessment.

Timeline

The process began with the hosting of a TWU Regional Core Curriculum Symposium on October 5, 2012, and included Catherine Parsonault and Loraine Phillips as invited guests. Dr. Parsonault provided the perspective of the new core changes from the THECB and Dr. Phillips provided information regarding assessment of the new 6 core objectives and how Texas A&M University went through the process of implementing the new core. In attendance were administrators, faculty and other interested participants from Texas Woman's University, University of North Texas, Collin College, Dallas County Community College, North Central Texas College, and the University of Texas at Dallas.

After carefully examining all documents provided by the THECB regarding the new core curriculum, the Core Curriculum Committee met almost weekly from November 12, 2012 to August 21, 2013. As it was a faculty driven process, the chair and vice-chair attended meetings of the Faculty Senate and the Council of Chairs to ask for input from faculty. In addition, the committee issued email updates to the TWU faculty on December 12, 2012 and February 13, 2013 to keep them apprised and to ask for additional comments or information regarding their concerns or requests for the committee. On February 7, 2013 academic advisors were in attendance at a meeting to discuss the new core process and to answer questions that they had. Two open forums were held on the Denton Campus with video connections to allow faculty and

staff participation from the Dallas and Houston campuses. Input was solicited at these forums and then utilized by the core curriculum committee as they continued deliberations.

A Course Proposal Form was devised and distributed by members of the Core Curriculum Committee to university academic departments in November, 2012. Conversations continued regarding assessment of the new core once the courses were in place. Departments submitted their proposals and all proposals were reviewed by the Core Curriculum Committee.

At the monthly Undergraduate Council Meeting in April, 2013, the proposed core was discussed at length, giving visitors and council members the opportunity to provide input. The committee continued to meet throughout summer, 2013 and a final proposal was presented to a “called” Undergraduate Council Meeting on August 26, 2013, at which time the proposal passed with a majority vote. Provost Neely was provided with the proposed new core curriculum, including the proposed composition of the Component Area Option. The Provost requested input from the Faculty Senate and Council of Chairs, setting a deadline of September 9, 2013 for receipt of comments and recommendations.

In fall 2013, with the advent of a newly seated Undergraduate Council, and in recognition of a short timeline, the core revision process was divided into two parallel processes; the Assessment Committee continued to refine the core assessment methodology, while the course review process was undertaken by a newly formed committee. Utilizing forms and processes developed by the former committee, this group completed the review of all courses in the TWU proposal to verify the following elements: 1. Alignment of courses with the Foundational Component Area (FCA) description; 2. Inclusion of the required Core Objectives, 3. Elimination of upper division courses (unless defended by appropriate student-centered rationale) and, 4. Inclusion of appropriate, assessable student learning outcomes.

Open forums for the TWU community were held on October 7 and October 10, 2013 in order to allow all stakeholders to hear information regarding the proposed core from the Undergraduate Council. Transcripts of the meetings were prepared and are posted on the TWU Core Curriculum webpage. Following the open forums, Provost Neely asked the Faculty Senate and Council of Chairs to provide final input to the UG Council by October 25, 2013. Dr. Neely requested that the TWU Community send comments regarding the proposed core curriculum to the Undergraduate Council Chair no later than October 28, 2013.

Provost Neely made a request to Undergraduate Council for a final review of the proposed TWU new core curriculum with comments to be submitted to the Chair of Undergraduate Council by November 8, 2013. Several comments were received and submitted to Provost Neely by the Undergraduate Council Chair on November 12, 2013. On Monday, Nov. 18, Provost Neely emailed the TWU community with the final version of the new core that contained several changes from the original Undergraduate Council proposal, based on overall input and feedback from all TWU stakeholders in the core curriculum.