SMC Core Curriculum Course Proposal Form

Electronically submit a copy of the course proposal form and attachments to the Chair of the CCC. Please submit a separate copy of the proposal form for each learning goal.

1. Name of Proposer:
2. Email address:
3. Department/Program of Proposer:

4. Name of Department/Program housing the course:
5. Name(s) of Program Director/Department Chair (if not the proposer):

6. Course Acronym, Number and Title:

7. Course Prerequisites (if any):

8. Unit Value of Course:

9. Proper Audience for the course (delete those that don't apply):
   Freshmen   Sophomores   Juniors   Seniors

10. The Learning Goals for which the course is being submitted
(Courses may apply for at most one Pathways to Knowledge goal, and for as many Engaging the World goals as is appropriate. Please complete a separate proposal form for desired goal.)

   Pathways to Knowledge
   - Artistic Understanding – Artistic Analysis only
   - Artistic Understanding – Creative Practice only
   - Artistic Understanding – Both Artistic Analysis and Creative Practice
   - Mathematical Understanding
   - Scientific Understanding
   - Social, Historical, Cultural Understanding
   - Christian Foundations
   - Theological Explorations

   Engaging the World:
   - American Diversity
   - Common Good
   - Community Engagement
   - Global Perspectives

Expected Attachments

(1)   Syllabus: Current course syllabus containing a course description and a list of learning outcomes. The course's learning outcomes **must** include coverage of the Learning Outcomes associated with the Core Curriculum Learning Goal for which the course is being proposed.

(2)   Teaching and Learning: A narrative that addresses each learning goal and explains how the course will guide students toward achieving the Learning Goal and how coursework (e.g., papers, exams, videotaped presentations) will be used to measure student achievement of each of the Learning Outcomes. Please address the outcomes directly and one by one.

Any course approved for the core must provide data for the assessment of Core curriculum learning goals at an institutional level. Via this proposal a chair/program director agrees to oversee the submission of the student work necessary for the assessment of the learning goals. If the proposal is from an instructor, that individual agrees to oversee submission of work from appropriate sections of their course.

Similarly, while courses, and individual sections within courses, may vary, the Core should provide somewhat consistent experiences within each Learning Goal. To this end, by submitting this proposal a chair/program director/instructor agrees that instructors of Core courses will participate in assessment exercises.

Each semester before the course is taught, each instructor of a Community Engagement courses must participate in a CCC-designed CE workshop. This workshop will assist them in integrating the logistical and pedagogical support the College will be providing to CE courses, as well as bring them up to date with any legal or regulatory requirements.