Undergraduate Curriculum Forum
AGENDA
Adanti Student Center, Room 301A
Thursday, October 24, 2013

I. Call to order

II. Announcements

IV. Approval of UCF minutes of October 10, 2013

V. Standing Committee Reports
   a. NMC – Notifications Management Committee
   b. WACC – Writing Across the Curriculum Committee
   c. UWIC – University Wide Impact Committee
   d. NPIC – New Programs and Innovations Committee
   e. LEPC – Liberal Education Committee

   Motion to approve TAP/LEP 30 credit packages with other ConnSCU schools
   TAP powerpoint presentation is available here:
   http://southerncst.edu/faculty-staff/faculty-senate/ucf/

VI. New Business

VII. Adjournment
Undergraduate Curriculum Forum
MINUTES
Adanti Student Center, Room 301A
Thursday, October 10, 2013


I. The meeting was called to order at 9:39.
   1. A quorum (50% + 1) was reached at 9:39.

II. There were no announcements

III. Approval of the UCF minutes of September 26, 2013
   1. Corrections: Marie McDaniel was present at the last meeting.
   2. The minutes were approved as corrected.

IV. Standing committee reports:
   1. NMC
      a. Discussion of the 10/3/13 meeting
      b. Motion to approve the following revised program proposal:
         i. BA Theater
      c. Motions to approve the following new course proposals:
         i. FRE 410-French and Francophone Studies
         ii. ITA 380-Contemporary Italian Culture
         iii. THR 221-Beginning Modern Dance
      d. Motions to approve the following revised course proposals:
         i. PSC 240-Introduction to Political Thought
         ii. EXS 184- Introduction to Athletic Injury Care and Prevention
         iii. EXS 185-Concepts and Practices of Athletic Training
      e. All the motions were approved unanimously
      f. The minutes from the meeting on 10/3/13 were received.
   2. WACC
      a. Discussion of the 10/3/13 meeting
      b. Motions to approve the following W-course proposals:
         i. HIS 235–The Holocaust
ii. PHI 297–Med. And Ren: Augustine/Machiavelli
iii. MUS 300-Beethoven

c. The motions were approved unanimously.
d. The minutes from the 10/3/13 meeting were received.

3. UWIC
   a. Discussion of the 10/3/13 meeting
   b. Motion to approve the following revised course proposals:
      i. ART 240-Sculpture: construction and subtraction (T2-Creative Drive)
      ii. ART 241-Sculpture: Modeling and casting (T2-Creative Drive)
   c. The motions were approved unanimously.
d. The minutes from the 10/3/13 meeting were received.

4. NIPC
   a. Discussion of the 10/3/13 meeting
      i. There was some question as to how to verify if a special topics course has already been approved as a W.
   b. The following courses were logged and accepted as Special Topics courses:
      i. LIT 498W-Russian Fairy Tales
      ii. MDS 298-Media Ethics
      iii. WLL 398W- Brazilian Civilization
   c. Minutes from the meetings on 10/3/13 were received.

5. LEPC
   a. Discussion of the meeting on 10/2/13
      i. Deb Weiss presented a powerpoint presentation on the TAP. During her presentation she fielded questions from members of the UCF body.
      ii. Since there wasn’t enough time to finish the presentation, she will finish the presentation at the next UCF meeting. We will vote on adopting the TAP at the upcoming meeting.

V. New business

1. Special guest, Pablo Molina, CIO, visited the UCF body. He informed members of the body that his approach will consist of: fixing what is broken; eliminating the need to change passwords because the Help Desk was devoted almost exclusively to helping people resolve password issues; expanding the hours of operation of the Help Desk, and implementing the option of having an e-mail alias. His future plans include: implementing a strategic plan for the next few years by working with the system office to fix technologies that don’t work well, like Blackboard; putting wireless in the dorms; trying to get all the cluster projects back on track. He explained that, in the long term, there are other technology issues that will more difficult to improve, including making changes to Banner. He is participating in the overall strategic plan for SCSU to make sure we have adequate technology resources in the future. He closed his formal presentation by letting us know that he is open to drawing on our expertise; to that end, he has created an advisory board through
Faculty Senate. Finally he stressed that he has an open-door policy for individuals and groups of faculty to meet with him.

a. Dr. Molina then responded to questions, suggestions and problems from the UCF body. Members’ comments included: broken technology in classrooms; cell phone use in the classroom; the creation of classrooms equipped with laptops, rather than desktop computers and overall classroom design of tech classrooms; broken computers in computer labs disrupt teaching and testing; deactivated internet ports across campus; software updates occurring during critical times, such as finals week; providing advisors with their advisees’ e-mail addresses; long term plans for enabling Blackboard to support online teaching, such as allowing for videos and other recording; an expression of hope that Dr. Molina will postpone the administration’s implementation of online learning until the technology is up to par; the use of applications like Google docs, rather than Blackboard, so that students can use the technology skills learned at the University in their professional lives; and the need to revisit the IT policy because it stifles innovation.

VI. Meeting adjourned at 10:52.

These minutes are respectfully submitted by Resha Cardone
Notifications Management Committee
Minutes from meeting
October 17, 2013; ASC 306, 9:35-10:50


Absent: Y. Park, C. Resha, J. Ruggiero

I. Call to Order: 9:40 am

II. Announcements: Promotion and Tenure discussion among members

III. Old business

Revised Program Proposals
BS Athletic Training- Motion to APPROVE (S. Grace, 2nd Jodie Gil)
   Vote: (7-0-3)

IV. New business

New course proposals
** BIO 396 – Synthetic Biology: Engineering Life
   Motion to APPROVE w/ minor revisions (C. Simoneau, 2nd S. Grace)
   Vote: (10-0-0)

**MUS 230 – Introduction to Musical Improvisation
   Motion to APPROVE w/ minor revisions (G. Robbins, 2nd J. Chandler)
   Vote: (11-0-0)

Revised course proposals
ANT 321 – Indians of North America
   Motion to APPROVE (H. Marx, 2nd J. Critzer)
   Vote: (11-0-0)

**CHI 210 – Chinese IV
   Motion to APPROVE w/ minor revision (C. Simoneau, 2nd S. Grace)
   Vote: (11-0-0)

**ENV 491 – Seminar in Environmental and Marine Studies
   Motion to APPROVE (C. Simoneau, 2nd C. Hannah)
   Vote: (11-0-0)

HIS 162 – Connecticut
   Motion to APPROVE (G. Robbins, 2nd J. Critzer)
   Vote: (11-0-0)
**MAR 150 – Coastal Marine Studies**  
Motion to APPROVE (H. Marx, 2nd J. Critzer)  
Vote: (11-0-0)

**MAT 103 – Mathematics for the Liberal Arts**  
Motion to APPROVE (C. Simoneau, 2nd S. Latorre)  
Vote: (11-0-0)

**PHY 200 – General Physics I**  
Motion to APPROVE (C. Hannah, 2nd H. Marx)  
Vote: (11-0-0)

**PHY 210 – College Physics**  
Motion to APPROVE (C. Simoneau, 2nd E. Larkin)  
Vote: (11-0-0)

**PHY 230 – Physics for Scientists and Engineers I**  
Motion to APPROVE (S. Latorre, 2nd G. Robbins)  
Vote: (11-0-0)

**Departmental Minor Revision Proposals**  
Science Education and Environmental Studies – Marine Studies  
Motion to APPROVE (E. Larkin, 2nd G. Robbins)  
Vote: (11-0-0)

V. Adjournment

**Classified as LEP courses**
Southern Connecticut State University  
Writing Across the Curriculum Committee  
Meeting Minutes  
October 17, 2013

Absent: P. McBrine, K. Burke, K. Lacey,  

Announcements – None  

Proposals- None  

Old Business  

1. Discussion of Caps in Writing Courses  
   a. Agreed that WACC and the W program directors will submit another  
      proposal to UCF and the provost to lower the cap enrollment in W  
      courses to 20 over the next three years.  
   b. Will include data (currently collecting) on the W program’s  
      effectiveness, including the effect of class sizes.  

2. Discussion of W-program assessments  
   a. Report from the D. Carroll (co-director of the W program) on the most  
      recent data from the W program assessments. The report will be  
      ready in February to present to UCF and the Dean’s Council.  
   b. Request that professors who currently teach W courses to become  
      involved in gathering data on effectiveness of W course structure.  
   c. Suggestion that professors teaching W courses this semester are  
      recognized at an end of year get-together.  

3. Discussion of W courses in each program  
   a. Suggestion that programs require a W in LEP, a W in the major, and a  
      W elective. Will continue conversation later.  

Adjourn 10:50  

Respectfully Submitted,  
M. McDaniel/WACC Chair
University-Wide Impact Committee Minutes 10/17/13

Absent: P. Beals, A. Marsoobian, T. Regan, H. Lockwood,

I. Call to Order
The meeting was called to order at 09:41 am (quorum reached)

The “class size” issue arose and dominated some of the conversations regarding course proposals. UWIC acknowledges that there are 2 issues here – strategic and tactical. UWIC needs to evaluate proposals under the current forms of LEP documents. In particular, UWIC has the following statement with respect to LEP Tier 2 courses:

We have approved GEO 100 and MUS 110 as Tier 2 courses, noting that in Spring 2014, each of these courses has a section capped at 200 students. UWIC is concerned that it will be difficult, if not impossible, for the required writing assignments to be appropriately assessed in these sections without the provision of additional resources (e.g., graduate assistants or additional faculty). Offering "mega-sections" without additional resources undermines the goals and intent of LEP Tier 2 courses, which place a premium on the further development of core competencies. In addition, we are concerned that commitment of graduate assistants from other disciplines to assist in instruction may not be particularly beneficial because the graduate students may not have the ability to adequately respond to the nuances of material in a course outside their area of study.

II. Old Business: Revised Proposals
Revisiting Previous proposals.

History 228, Modern Latin America – LEP Tier #2 Global Awareness
Motion: B. Rowe moves to APPROVE, D. Petroski seconded
Vote: 12 approve, 1 abstention

Geography 100, People, Places and Environments – LEP Tier #2 Time and Place
Motion: D. P. moves to APPROVE WITH CLARIFICATION, M.S. seconded
Vote: approved - unanimous, (2 additional UWIC members arrived to hear this discussion)

Music 110 – Music History of the Western World – Tier #2, Cultural Expression
Motion: K. K. moves to APPROVE WITH CLARIFICATION, M.S. seconded
Vote: approved - unanimous

Art 104 – History of Western Art 1 – Tier #2, Cultural Expression
Motion: D. P. moves to APPROVE WITH CLARIFICATION, D. C. seconded
Art 105 – History of Western Art 2 – Tier #2, Cultural Expression
Motion: D. P. moves to APPROVE, D. C. seconded
Vote: approved - unanimous, (2 additional UWIC members arrived to hear this)

History 104 – Islamic Civilization – Tier #2, Global Awareness
Motion: M.S. moves to APPROVE WITH CLARIFICATION, D.P. seconded
Vote: approved - unanimous

History 105 – Introduction to Southeast Asian History: Southeast Asia to 1500
– Tier #2, Global Awareness
Motion: M.S. moves to APPROVE WITH MINOR REVISIONS, L.B.P. seconded
Vote: approved - unanimous

II. New Business:

Nothing considered. All remaining proposals tabled (ITA 380, FRE 410, HIS 106)

III. Adjournment: The meeting adjourned at 10:53am. Minutes submitted by Scott Graves
New Programs and Innovations Committee
Minutes

October 17, 2013

Present: Eric West, Sara Johnson, Stanley Bernard, Lee deLisle, Yilma Gebremariam, Mike Skinner, Mike Knell, Hillary Harper, Yunseon Choi

1. Call to order: Meeting was called to order by Lee deLisle at 9:40 AM

2. Approval of minutes: Sara Johnson motioned for approval of minutes without corrections and Mike Skinner second. The minutes were approved unanimously.

3. Old Business:
The disposition of the following previously reviewed courses were reported on.

- LIT 498-Russian Fairytales was corrected, approved, and logged with UCF
- WLL 398-Brazilian Civilization was corrected, approved, and logged with UCF
- LIT 398-Israeli Short Story was corrected, approved, not yet logged with UCF
- HON 298-Applied Mathematics and Environmental Problems was corrected, approved, not yet logged with UCF
- MDS 298-Media Ethics Needs signatures, logged with UCF
- ART 398-01-The Photo-book-History and Practice was corrected, needs signatures, not yet logged with UCF
- ART 398-02--Art of Revolution Corrected, not yet logged
- Italian 398, Corrected, not yet logged with UCF
- ECO 398 Corrected, not yet logged

4. New Business
   a. NUR 498-Global Healthcare-Approved with minor revisions
   b. New minor: Social Science and Medicine-a multi discipline minor. Approved with minor revisions
      – Correct typo in list B “5052” should be “505”
      – Eliminate future tense in all descriptions
   c. Committee wanted answers to a few questions regarding the minor:
      – Are internships needed or available?
      – Does BOR forms need to be completed for an 18 credit minor?
      – What is the purpose of the e-mail included on the last page of proposal?
      – Is Astrid Eich-Krohm still at SCSU?

2. Motion was made by Mike Knell to accept the approvals and seconded by Yilma Gebremariam. Motion accepted unanimously.
5. Lee will check the list from Bob Drobish to see if classes that are listed are supposed to be there- i.e. were they approved for next semester.

The motion was made by Sara Johnson to end the meeting. The motion was seconded by Mike Knell. Motion was approved unanimously. The meeting ended at 10:36 AM.

Minutes respectfully submitted by Stanley Bernard.
Liberal Education Program Committee Meeting  
Wednesday, October 16, 2013  
3:25– 4:45pm – Math Department Conference Room, Engleman Hall

Meeting Minutes

In Attendance: D. Weiss (Chair), D. Petrosky, M. Shea, E. Horch, P. Beals, S. Graves, and J. Fields

The meeting was called to order by the Chair at 3:27pm.

- Announcements
  - None.
- Committee and Ad Hoc Reports
  - Polly Beals gave a brief report on the LEP Forum, held on October 4th, 8:30am-2:30pm. The event was hosted by Faculty Development. The morning sessions featured a PowerPoint presentation by Michael Ben Avie showing assessment data to date for LEP courses. Michael is apparently willing to share this information; there was some interest on the committee for obtaining the PowerPoint document for further study. The afternoon session was focused on affinity groups; about 30 faculty from across the university were in attendance. Polly reported that an affinity group for Time and Place was formed, and that there is still a need for leadership in forming groups for Social Conflict and Consensus, Mind and Body, and Global Awareness. Some discussion followed. Concern was expressed over the difficulty in finding people to lead and participate regularly in these affinity groups. However, it has also been reported that many standing committee position are unfilled throughout the university. This may be due to proliferation of committees on campus as judged from a recent accounting by Matt Rothbard as reported to Deb Weiss. For LEP, this is a reason we have a need for resources – to give credit to affinity group leaders, for example. The example of supersections was discussed: without good assessment, it is difficult to objectively assess the impact of supersections on student learning.
  - Deb Carroll reported that she and Karen Burke are meeting with the WAC committee on Thurs to discuss the information they have found to support smaller class-sizes for writing-intensive courses. They will also be discussing some assessment strategies for this year.
There are no self-nominations for vacant LEPC seats in the current special election. In that event, the bylaws of the committee state that the UCF Steering Committee will appoint members in consultation with the LEPC. This is how Scott Graves is serving now (for Wes O’Brien, who is unable to serve for the rest of the semester). The Committee then developed a list of people to contact to see if they might be interested in serving in the other open seats, one from the School of Education and the other from the School of Business. Deb Weiss now has that list and will carry forward with contacting those individuals and working with UCF to fill those seats in due course.

Move to consider an item of New Business out of regular order, without objection.

New Business

• Utilization of credits beyond 48 in the LEP to fulfill elective requirements. Deb Weiss suggested that the Committee consider making a motion to formally state how any credits earned in LEP courses over the 48 credit requirement be handled under LEP. Discussion followed. The committee members considered points of view including (a) that elective credits should be reserved for elective courses, (b) that if a student is only one or two credits over 48 then that would often not reduce the number of courses ultimately taken, (c) that under the AUR, this same issue existed and was handled by crediting the overage to free electives.

The following MOTION was then made and seconded:

Any credits over the required 48 credits in the LEP will follow the precedent set by the AUR program and be credited towards a student’s free electives.

The Motion Passes by a vote of 6-0 of voting members present.

The committee then returned to Old Business.

Old Business

• Continued discussion on LEP course enrollment caps and draft of proposed referendum. Deb Weiss had distributed a draft resolution on this issue along with the agenda for this meeting. The committee began studying this document and revising it. A number of changes to the text were made following substantial discussion on issues such as national guidelines in various fields, and the scholarly literature that
Joe Fields previously provided to the committee that indicates that there is a connection between student retention and class size, student performance and class size, and so on. The result was a nearly complete revised draft of the document, which the committee resolved to complete during the next meeting. Committee members expressed their gratitude to Deb Weiss for drafting the document.

*Motion to adjourn, seconded, all in favor.*

*Meeting adjourned at 4:47pm.*

Minutes respectfully submitted by E. Horch, 10/18/2013.
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### TAP Section B Designations

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| CL | TF | TF | TF | TF | |
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| Total credits | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 |
Section A – (24-25 credits) Designated Competencies

- 2 courses in Written Communication (6 credits)
- 1 course in Scientific Reasoning and 1 course in Scientific Knowledge and Understanding; at least 1 of these courses must include a lab (6-7 credits)
- 1 course in Quantitative Reasoning (with a prerequisite of or placement level above intermediate algebra) (3 credits)
- 1 course in Historical Knowledge/Understanding (3 credits)
- 1 course in Social Phenomena Knowledge/Understanding (3 credits)
- 1 course in Aesthetic Dimensions (3 credits)

Section B – (6 credits) Designated Competencies - 2 courses (to be decided at the local level) selected from among the following with no more than 1 course in each competency area:

- Quantitative Reasoning (with a prerequisite of or placement level above intermediate algebra)
- Historical Knowledge/Understanding
- Social Phenomena Knowledge/Understanding
- Aesthetic Dimensions
- Oral Communication
- Continuing Learning/Information Literacy
- Critical Analysis/Logical Thinking

Section C – (0 credits) Embedded Competencies – Any competency area below that has not been addressed in Section B, must have all of its outcomes embedded in the curriculum and must be included in assessment. How these outcomes are embedded will be determined at the local level.

- Oral Communication
- Continuing Learning/Information Literacy
- Critical Analysis/Logical Thinking

Section D – (0 credits) Embedded Competencies - Must be embedded

- Written Communication (in addition to the designated courses in Section A)
- Ethical Dimensions (embedded only)