

March 11, 2014

TO: Twin Cities Deans
Twin Cities Associate Deans of Undergraduate Programs
Twin Cities Department Chairs

FROM: Karen Hanson, Senior Vice President for Academic Affairs and Provost
Robert B. McMaster, Vice Provost and Dean of Undergraduate Education

RE: Adjusted administrative timeline and processes for LE recertification

The Council on Liberal Education is the faculty group charged with reviewing courses to meet the general education requirements of the diversified core and designated themes of the liberal education (LE) curriculum, as approved by the Faculty Senate in spring of 2008. Beginning in 2008, the Council reviewed and approved courses to meet the new LE requirements that took effect in fall of 2010. Now that we are four years into the new LE curriculum, as part of their regular processes, the Council has been reviewing courses for recertification on a four to five year cycle.

Given that the College of Liberal Arts has a large proportion of the LE-designated courses, Associate Dean Jennifer Windsor brought to our attention the workload concerns around the LE recertification process. We have consulted with the Chair of the Council, Peter Hudleston, to review the timeline of the LE recertification processes, and we also consulted with the Associate Deans for Undergraduate Programs in other freshman-admitting colleges. We are deeply grateful for these collective perspectives, as our shared goal is to maintain the integrity of the University's undergraduate general education curriculum, while being mindful of the administrative workload implications.

Based on these discussions, we have agreed that the following administrative timeline revisions are appropriate. Effective immediately: (1) The recertification of **existing** Liberal Education courses will be put "on hold" until spring 2016 (after the University-wide accreditation process is completed). Departments may still choose to submit courses for recertification during the 2014-16 time period, but no submissions will be required during that time period. (2) The duration of the LE certification for any course will be eight years (not four to five years). For instance, a course certified in 2013 will not need review for recertification until 2021. Based on these two changes, the Council will provide a schedule for future LE course recertification to all departments in the next month.

A second change concerns the administrative processes for the initial certification and the recertification of courses to fulfill LE requirements. Also effective immediately: (3) The reflective statement in ECAS, which was applied only to courses being considered for recertification, will no longer be required. (4) The general liberal education statement in course

syllabi will no longer be required. Please note that the justification for why the course fits the core and/or theme will still be a required component of the proposal and must be evident in the syllabus.

We would greatly appreciate your notifying faculty and staff who are involved with undergraduate education about these changes. We hope these adjustments will help to ease the administrative workload of your faculty and staff.

cc: Peter Hudleston, Chair, Council on Liberal Education
Leslie Schiff, Associate Dean for the University Curriculum