

PROCEDURE FOR AMENDING THE INTEGRATIVE CORE CURRICULUM
Approved by the Committee on College-wide Requirements
November 12, 2013

Purpose

The purpose of this procedure is to provide a fair, transparent, and consistent method for receiving and reviewing proposed changes to the Integrative Core Curriculum. Such proposed amendments might include revisions of SLOs, policies for awarding transfer credit, new or revised Themes, etc.

Guiding Principles

This procedure for amending the ICC emphasizes the role of the faculty in making curricular decisions informed by student learning goals. In addition, this process reflects and encourages the interdisciplinary nature of the ICC through faculty collaboration.

Steps

1. Proposers should complete the ICC Policy Amendment Proposal Form, available on the CCR web page. This proposal should include an explicit description of the proposed change(s), the rationale for the change(s) (along with any supporting data or information), and a thorough explanation of how the proposed change(s) might affect other departments or Schools. Proposers are encouraged to consult with and seek the support of other departments or Schools, particularly for changes with broad impact, such as changes to the Themes.
2. The completed form and any supporting documents should be submitted via email to ICC@ithaca.edu.
3. The Director of ICC will then bring this proposal to the attention of CCR for review and placement on the agenda.
4. CCR may, at its discretion, request additional information and/or request a meeting with the proposer(s) to provide clarification or consider modifications to the original proposal.
5. As part of its deliberations, CCR will seek feedback from various IC constituencies, including but not limited to the Curriculum Committees of the five Schools.
6. After receiving feedback, CCR may vote on the proposal, or may opt to put the proposal forward for an all-faculty vote, to be carried by simple majority.
7. Once a proposal has been approved it will be forwarded to APC for further action.