

BACCALAUREATE REQUIREMENTS COMMITTEE **ANNUAL REPORT 2014-2015**

I. Executive Summary:

This was the fourth year of service for the BRC, which was elected and charged in February 2011 under the rules set out by the amended senate policy S10-255. The committee met bi-monthly throughout the academic year. Our main goal this academic year was to address any changes in, or additions to, the policy that would aid in the review and approval of courses for the new baccalaureate program. In addition, the initial certification committees were disbanded and the two permanent review committees were constituted. These two permanent review committees are the Lower Division Certification Committee (LDCC) and the Upper Division Certification Committee (UDCC). The committees met, elected a chair and reviewed a total of 108 course proposals this academic year.

II. Charge to the Committee:

The Baccalaureate Requirements Committee (BRC) will be responsible for developing, reviewing, recommending, and publicizing the policies, principles and procedures, and guidelines that govern university-wide requirements for baccalaureate degrees. The BRC will respond to and initiate adjustments in program principles, course expectations, student learning outcomes, and the program curriculum as changing times and needs indicate. The BRC will submit its decisions and recommendations to the Academic Senate, the Provost, and the Dean of Undergraduate Studies. Upon final approval, the Dean of Undergraduate Studies, in cooperation with the BRC, will facilitate the implementation of program policies, procedures, guidelines, and agreed upon curricular adjustments and will ensure that all areas within university-wide baccalaureate degree requirements are responsibly and adequately represented.

Members of the BRC will:

1. review all policies, procedures, reviews, approvals, implementations and disseminations related to university-wide baccalaureate degree requirements;
2. recommend changes in policies related to university-wide baccalaureate degree requirements to the Academic Senate;
3. monitor and review recommendations and reports made by the established university-wide baccalaureate degree requirements subcommittees;
4. manage the terms of service and work distribution between the initial and continuing university-wide baccalaureate degree requirements subcommittees;
5. initiate the selection of university-wide baccalaureate degree requirements subcommittees;
6. act as a board of appeals on all policy and procedural matters related to university-wide baccalaureate degree requirements;
7. act as the final faculty committee for review of course proposals for university-wide requirements for baccalaureate degrees and make its recommendations through the Dean of Undergraduate Studies to the Provost;

8. request data, reports, and information from the Dean of Undergraduate studies regarding all aspects of implementing, delivering, and evaluating university-wide baccalaureate degree requirements;
9. review recommendations and reports submitted at least annually by the Director of Advising; and
10. have primary responsibility for increasing campus awareness and understanding of baccalaureate requirements.

III. Activities of the Year:

A. Course approvals

A total of 181 courses have now been approved for lower division General Education, 278 courses approved for upper division General Education (29 in UD-B, 133 in UD-C and 116 in UD-D) and 77 courses approved for Area E. In addition, 444 courses have been approved for one or more of the four SF State overlays (200 in AERM, 66 in Environmental Sustainability, 257 in Global Perspectives and 235 in Social Justice). Several policy proposals were considered and they are also summarized in the report.

B. Policy Proposals

| Proposal | Result* |
|---|---------|
| Elimination of Topical Perspectives | A |
| Automatic Approval of Courses in Some Topical Perspectives for Related Overlays | A |
| Reducing Overlays from Four to Three | T |
| Renaming of SF State Overlays | A |
| Removing Infrequently-Offered Courses from GE | T |
| Elimination of Special Requirements for Overlays Completed During Study Abroad | A |
| Allowing AP & Transfer Students to Satisfy California Government Requirement with One-Unit Course | A |
| Restricting some GE sections to Metro students | T |

*A=Approved; D=Denied; T=Tabled.

C. Other activities

- 1) Consultation with Students and Chairs**
- 2) Metro course restrictions**

IV. Agenda for the Coming Year:

The BRC anticipates in the coming year:

- 1) Discussing potential problems in the implementation of the new policy and proposing policy changes to the Academic Senate, if needed.
- 2) Working with the UAAAC to develop a process for continuing certification and assessment of GE courses.
- 3) Work with the Division of Undergraduate Studies to assess the new baccalaureate program.
- 4) Studying the effects of Complementary Studies requirement on student enrollments and time to degree.
- 5) Monitoring progress in addressing seat shortages in some areas of GE.