MOST RECENT CHANGES

Attachment C's left column now includes the category definitions that were previously in Attachment D of the version 5.1. Attachment D has been renamed.

I. POLICY PURPOSE

The purpose of this policy is to 1) provide General Education requirements for CSN's Associate of Arts, Associate of Science and Associate of Business degrees, 2) provide a mechanism for assessing General Education course offerings in terms of outcomes, and 3) provide a process for additions to and removals from the General Education course offerings at CSN for the Associate of Arts, Associate of Science and Associate of Business degrees.

II. POLICY STATEMENT

A. The CSN General Education requirements, outcomes, and course offerings for the AA, AS and AB degrees are described in Attachments B, C and D. Attachment B provides an overview of the framework for the General Education requirements and some relevant notes. Attachment C lists the courses for all General Education requirements and defines them with category descriptors. Attachment D defines the Institutional Learning Outcomes and General Education categories. These Institutional Learning Outcome definitions will allow CSN to assess General Education course offerings.

B. The procedures for changes to the CSN General Education course offerings for the AA, AS and AB degrees are described in the procedures section and are subject to approval by the Curriculum Committee. Corresponding changes to individual AA, AS and AB degrees are considered and approved according to the Curriculum Committee Policy.

III. PROCEDURE

A. The Curriculum Committee will serve as the regulating body for General Education course designations:

The Curriculum Committee will consider General Education proposals at least once each semester. The Curriculum Chair will determine the appropriate meeting(s) for General Education proposals and include them in the semester's published calendar for Curriculum Committee meetings.

The Curriculum Chair will create a General Education Advisory Committee (GEAC) as a standing subcommittee of the Curriculum Committee. The GEAC will be comprised of representatives from a diverse set of College Departments and Programs. The GEAC will function in the same way that School Curriculum Advisory Committees (SCACs) currently function. This uses an already existing mechanism in support of the General Education process.

Requests for courses to be added to or removed from a General Education category will first be presented to the GEAC. The GEAC will set a date to meet and hear proposals with an adequate amount of lead time before the full Curriculum Committee is scheduled to discuss General Education issues. If the GEAC determines that a proposal is complete and meets the relevant requirements (see below), then the GEAC will pass that proposal on to the full Curriculum Committee for a vote.

In order for a proposal to be forwarded to the full Curriculum Committee, it must first be approved by the GEAC. If a course is found to be incomplete or deficient by the GEAC then it will be returned to the presenter with the problem(s) identified.

B. Adding a course to a General Education requirement populated course list:

Each CSN General Education requirement is defined by category. A proposal for adding a course to the General Education curriculum must apply to a specific requirement and demonstrate that the course meets the specified category for that requirement. The burden of proof is on the presenter of a proposal to demonstrate that the proposed course adequately addresses the relevant category.

A General Education Application Form will be created by the Curriculum Committee to facilitate the process. Alternatively, a General Education Application will be incorporated into an existing Curriculum form or forms. The functional application process for adding a course to the General Education curriculum is to be determined by the Curriculum Committee, to manage its workload as the committee sees fit. The Curriculum Committee will be responsible for revising and updating the application process as needed.

> The GEAC and the Curriculum Committee will require the following:
> 1. Proposals must be complete and accurate, and all Administrative signatures must be obtained.
> 2. The Curriculum Form for the proposed course must incorporate at least 80% of the required General Education category requirements.
> 3. The proposed syllabus and textual materials for the course must demonstrate the adequate fulfillment of the required General Education category requirements.
> 4. The General Education Application form will require a written justification of (2) and (3).
> 5. The GEAC and the Curriculum Committee may invite and utilize the advice of external subject matter experts when needed to evaluate an application proposal.

If a course is tabled or rejected by the Curriculum Committee then it will be returned to the presenter with the problem(s) identified. Appropriate corrections must be addressed before the course can be reconsidered as a General Education candidate.

C. Removing a course from a General Education requirement populated course list:

Automatic Removal: If a General Education course is eliminated from the Catalogue because of a Curriculum "Shelf Life" policy or because a program discontinues that course, then it will automatically be removed from the General Education curriculum. The Curriculum Committee is already responsible for administering requests for the discontinuation of a course. Course discontinuations, henceforth, will be cross referenced with General Education course lists and removed from the General Education course lists when appropriate.

Initiated Removal: A course can also be removed from the General Education curriculum if the common practices in the course deviate from the General Education category for a requirement. Departments or Programs will initiate this kind of deactivation request in consultation with, and the approval of, relevant Chairs and Deans.

A General Education Deactivation Form will be created by the Curriculum Committee to facilitate the process, as the Curriculum Committee sees fit. The Curriculum Committee will be responsible for revising and updating the process as needed.

The GEAC and the Curriculum Committee will require the following:
1. Proposals must be complete and accurate, and all Administrative signatures must be obtained.
2. The proposal should demonstrate that the common practices in the course proposed for removal deviate from the required General Education outcome requirements.
3. The General Education Deactivation form will require a written explanation of (2)

In the unlikely scenario that all courses satisfying a specific General Education requirement are

discontinued, then a Faculty Senate must determine what is to be done with the General Education requirement without any assigned courses.

IV.   AUTHORITY AND CROSS REFERENCE LINKS

Board of Regents Handbook Title 4 Chapter 14 Section 19

V.   DISCLAIMER

The President has the discretion to suspend or rescind all or any part of this policy or related procedure(s). The President shall notify appropriate CSN personnel, including the Administrative Code Officer and Faculty Senate Chair, of the suspension or rescission.

Questions about this policy should be referred to the CSN Administrative Code Officer (general.counsel@csn.edu, 702.651.7488) and/or the Faculty Senate Chair (office.facultysenate@csn.edu, 702.651.7330).

VI.   SIGNATURES

Recommended By:

/s/ Darin Dockstader   05/03/2019
Faculty Senate Chair   Date

Reviewed for Legal Sufficiency:

/s/ Richard Hinckley   05/06/2019
General Counsel   Date

Approved By:

/s/ Federico Zaragoza   05/07/2019
President   Date

VII.   ATTACHMENTS

        A. History
        B. Framework Overview
        C. Requirements and Indicated Courses
        D. Outcomes

Attachment A

HISTORY

- Version 7
    - 05/07/2019: Approved by CSN President Zaragoza

    - 04/26/2019: Reviewed for Legal Sufficiency (Richard Hinckley)

    - 10/12/2018: Recommended by Faculty Senate (Chair Darin Dockstader)
- Version 6
    - 06/13/2018: Approved by CSN President Martin

    - 06/06/2018: Reviewed for Legal Sufficiency (Richard Hinckley)

    - 05/11/2018: Recommended by Faculty Senate (Senate Chair Jill Acree)

    - 05/01/2018: Submitted to Faculty Senate by Assessment Committee (Debra Berry)

- Version 5.1
    - Policy developed and presented to Faculty Senate by ad hoc General Education Committee 3/9/12 (D. Dockstader)
    - Approved by the Faculty Senate 3/9/2012 (T. Sherman)
    - Put into policy format as described in GEN 1.2, and approved by Faculty Senate Executive Committee 04/13/2012 (T. Sherman)
    - Removed development language from the policy draft. 9/25/12
    - Literature requirement amended by Senate Executive Committee: The Literature requirement is changed from "ENG 120 or higher" to "ENG 231 or higher". This is done to facilitate direct articulation to UNLV's Second Year Experience course and details about the UNLV Second Year Experience course that were not codified when the CSN Faculty Senate voted to approve the AA, AS and AB proposal. 10/16/2012
    - Values and Diversity indicated course list amended by Senate Executive Committee: CRJ 120 (Community Relations) is added to the Values and Diversity course list. This is done to facilitate a late, but complete and compelling application from Criminal Justice for CRJ 120. 10/16/2012
    - Changes 4-6 approved by Faculty Senate Executive Committee. 10/18/12 (C. Milne)
    - Signed by CSN President M. Richards 2/11/13.

Attachment B

Framework Overview: Associate of Arts, Associate of Science and Associate of Business General Education Requirements

This is an overview of General Education requirements for AA, AS and AB degrees. See Attachment C for Courses satisfying those requirements, and Attachment D for the Outcome definitions for each requirement.

Requirements	Credits	Notes
<u>Common Core Requirements</u>		
English Composition	6	English 100 with at least a C- or 101 or 113, and 102 or 114. (Satisfies the NSHE English requirement.)
Mathematics	3	(Satisfies NSHE Math requirement.)
Values and Diversity	3	
Subtotal	**12**	

<u>Subject Area Requirements</u>

Students pursuing a General Associate of Arts or Associate of Science must complete all three Subject Area requirements.

Students pursuing a declared major will complete the two categories of Subject Area requirements outside the student's major. Degree requirements for specific majors will contain requirements fulfilling the General Education requirements for the declared major Subject Area.

Business majors reside in the Social Science Subject Area. History majors reside in the Humanities and Fine Arts Subject Area.

Natural Science	9-10	Requires at least two Natural Science courses - one must be a lab course, plus one Analytic Reasoning course. (Satisfies NSHE Science requirement.)
Social Science*	9-10	Requires any two Social Science courses, plus one Communication course. * Political Science PSC 101 can be used to satisfy the NSHE Constitutions requirement in Social Science. The NSHE Constitutions requirement must be satisfied in either Social Science or Humanities.
Humanities & Fine Arts^	9-12	Requires one Humanities course and one Fine Arts course, plus one Literature course. (Satisfies NSHE Humanities and Fine Arts requirement.) ^ HIST 101 or 111, and HIST 102 or 217 can be used to satisfy the NSHE Constitutions requirement in Humanities. The NSHE Constitutions requirement must be satisfied in either Social Science or Humanities.
Subtotal	**18-22**	

TOTAL CREDITS REQUIRED   **30-34**

Attachment C

Requirements and Indicated Courses: Associate of Arts, Associate of Science and Associate of Business General Education Requirements

Common Core Requirements Subtotal =	12 credits **Subject**	
Area Requirements Subtotal	**=** 18-22 credits	
Total General Education requirements =	**30-34 credits**	

All students must satisfy the General Education requirements given in the Common Core. Subject Area requirements will vary depending on the student's chosen course of study.

Courses satisfying the BOR Constitutions designation can be counted as satisfying both the Constitutions General Education requirement and a Subject Area General Education requirement. Otherwise, a single course cannot be used to satisfy more than one General Education requirement. Business majors reside in the Social Science Subject Area. History majors reside in the Humanities and Fine Arts Subject Area.

Common Core Requirements and Courses:

Common Core Requirements	Credits	Common Core Indicated Courses
English Composition *Competence in the English Composition Outcome requires that writing and the writing process are the primary focus of the course, defined by accomplishing the following.* a. Construct college-level academic and professional writing using appropriate conventions. Employ research methods including how to obtain and use information via both print and electronic media.	6 Credits	ENG 100 with at least C- or 101 or 113, and 102 or 114
Mathematics *Competence in the Mathematics Outcome requires that mathematical reasoning is the primary focus of the course, defined by accomplishing the following.* Solve problems in quantitative mathematical reasoning including probability, statistics, geometry and consumer mathematics.	3 Credits	MATH 120 or higher

Values and Diversity	3 Credits	Requires one course from the following:
Competence in the Values and Diversity Outcome requires a core course component determined by a majority of course objectives. Competence in the Values and Diversity Outcome is defined by accomplishing at least three of the following. a. Identify and analyze value judgments and the implications of value judgments for others. b. Examine and apply ethical reasons and actions in defined situations c. Experience or interpret the concept of social justice. d. Identify the impact of history, philosophy, arts or geography of world cultures. e. Experience or interpret diverse perspectives linked to identity including race, gender, and ethnicity in American or international contexts.		ANTH 101 or 106 or 201 or 204 or 205 or 206 or 207 or 209 or 215 or 216 or 217 ART 253 or 260 or 261 or 262 or 263 or 264 or 265 or 267 or 270 CRJ 120 BUS 101 DAN 101 ECON 180 EDU 280 ENG 223 or 231 or 232 HIST 105 or 106 or 107 or 150 or 151 or 208 or 209 or 210 or 222 or 227 or 228 or 247 or 260 or 275 or 280 or 285 or 286 or 293 LAS 100 or 101 or 210 or 223 or 224 MHDD 110 MKT 210 or 250 MUS 121 or 125 or 126 or 134 or 140 PHIL 124 or 135 or 202 or 207 or 210 or 215 or 245 or 247 PSC 201 or 205 or 222 PSY 101 or 101G or 102 or 207 or 208 or 222 or 224 or 233 or 234 or 241 or 261 or 276 RST 101 or 136 or 150 or 170 or 260 or 270 SOC 101 or 102 or 205 or 222 or 225 or 270 or 275 or 276 WMST 101 or 113 or 255 or 285 or 286
12 Credits Subtotal		

Subject Area Requirements and Courses

Students pursuing a General Associate of Arts or Associate of Science must complete all three Subject Area Requirements. Students pursuing a specific major will complete the two Subject Area Requirements outside the student's major. Degree requirements for specific majors will contain requirements fulfilling the General Education requirements for that majors' Subject Area.

EXAMPLE 1: A student seeking a degree in BIOL would only need to take courses in the Social Science Subject Area, plus the Humanities and Fine Arts Subject Area. The student's Degree Requirements will include sufficient credits to satisfy the Natural Science Subject Area General Education requirements.

EXAMPLE 2: A student seeking a degree in PSC would only need to take courses in the Natural Science Subject area, and the Humanities and Fine Arts Subject Area. The Student's Degree Requirements will include sufficient credits to satisfy the Social Science Subject Area General Education requirements.

Subject Area Requirements	Credits	Subject Area Indicated Courses
Natural Science *Competence in the Natural Science Subject Area is defined by accomplishing all of the following.* a. Define and apply basic concepts in one or two scientific disciplines. b. Competently apply the scientific method. Recognize and evaluate scientific evidence.	9-10 Credits	**Requires at least two courses from the following - one of which must include a lab:** ANTH 102 AST BIOL 101 or above CHEM 105 or above EGG ENV GEOG 103 or 104 or 117 GEOL PHYS **AND** **One Analytical Reasoning course from the following:** PHIL 102 or 114 or 302

Competence in the Analytic Reasoning Outcome requires that the philosophical foundations of logical reasoning and the reasoning process are the primary focus of the course, defined by accomplishing the following. a. Demonstrate an understanding of the theoretical foundations of analytical reasoning and its connection to natural language. b. Identify and assess claims, evidence and opinions.		

Social Science	9-10 Credits	**Requires two courses from the following. Both cannot be in the same discipline:**
Competence in the Social Science Subject Area is defined by the following.		ANTH 101 or 104 or 106 or 112 or 201 or 202 or 205 or 207 or 209 or 212 or 214 or 215 or 225 or 291 or 299
Students will acquire appreciation or introductory knowledge about Social Sciences and their insights about individual or group behaviors.		CRJ 104
		ECON
		PHIL 135 or 205 or 207 or 216 or 244 or 245 or 246 or 249 or 311
		PSC
		PSY (except 270)
		RST
		SOC
Competence in the Communication Outcome requires that the theoretical perspectives of communication are the primary focus of the course, defined by accomplishing the following.		**AND**
		One Communication Course from the following:
		COM 101
a. Demonstrate general academic literacy applied to oral communication appropriate to different audiences and purposes.		**Note:** PSC 101 can be used to satisfy the Constitutions requirement in Social Science. The NSHE Constitutions requirement must be satisfied in either Social Science or Humanities.
b. Distinguish and evaluate appropriate responses to informative and persuasive rhetorical situations.		
c. Develop and present effective oral presentations.		
Produce visuals using various media to enhance oral presentations.		

Humanities and Fine Arts *Competence in the Humanities and Fine Arts Subject Area is defined by the following.* Students will acquire appreciation or introductory knowledge of the Humanities or Languages, and at least one of the Fine Arts. **Literature** *Competence in the Literature Outcome requires that the reading and interpretation of literature is the primary focus of the course, defined by the following.* a. Use critical reading skills to engage and analyze literary texts. b. Demonstrate ability to connect and contextualize literary works. Demonstrate awareness that literature reflects the diversity of human experience across time and place.	9-12 Credits	**Requires one course from the following Humanities:** ANTH 105 or 204 or 206 or 211 or 216 or 217 ENG HIST International Languages 111 or above PHIL 101 or 119 or 129 or 201 or 202 or 203 PSY 270 **AND** **Requires one course from the following Fine Arts:** ART DAN 101 Music THTR **AND** **One Literature course from the following:** ENG 231 or 232 if the student is transferring without a degree ENG 223 or higher if the student is transferring with a degree **Note:** HIST 101 or 111, **and** HIST 102 or 217 can be used to satisfy the NSHE Constitutions requirement in Humanities. The NSHE Constitutions requirement must be satisfied in either Social Science or Humanities.

Constitutions *Competence in the Constitutions Outcome is defined by accomplishing the following.* Examine and interpret the United States and Nevada constitutions.		
18-22 Credits Subtotal		

TOTAL GENERAL EDUCATION CREDITS REQUIRED 30-34

Attachment D

CSN's General Education curriculum consists of a number of courses designed to increase students' knowledge, skills, and dispositions. All courses at CSN are subject to course-level evaluation, so knowledge-based outcomes will be assessed at the course level.

At the skill and disposition levels, CSN has established the following Institutional Learning Outcomes:

- Apply critical thinking in a variety of situations.

- Use effective communication in personal and professional contexts.

- Collaborate professionally to benefit our diverse community.

General Education assessment will take place in the following categories within the Institutional Learning Outcomes:

- Written communication

- Oral communication

- Quantitative thinking

- Critical thinking

- Civic Engagement

- Intercultural Competence

- Information Literacy

These items will be assessed on the cycle determined by the Office of Assessment and using processes and tools developed or selected by the Faculty Senate General Education Assessment Committee.