Moving Forward with Curriculum Updates:

**Updating and Submission of Core Courses:** Existing Core courses can now be evaluated for renewal, as well as consideration for new Core curriculum. All Core courses will need to demonstrate alignment with the new MSU Core Qualities. The CIM form is currently being revised, but in the meantime, will can use the exiting CIM format to capture the required information.

1) **Learning Outcomes:** All classes should have learning outcomes posted in CIM. As you consider your existing course learning outcomes, Core courses should also clearing indicate the MSU Core Qualities to be taught in the class.

2) All courses (new or existing) should have a **letter of support** signed by the department head (or director). This letter should indicate the department’s support for the course, if and how the course fits into degree or minor requirements in the department, and a statement indicating an understanding of the department to participate in assessment of the MSU Core Qualities to be taught in the course.

3) **Course Description** will need to include a general description of the course as a Core. *This is the most important part of the renewal or new core application and should offer a good sense of what students will experience by taking this class and how MSU Core Qualities are taught and assessed in the course.* [https://www.montana.edu/msu-core/proposed.html](https://www.montana.edu/msu-core/proposed.html)

4) **Identify the assessment artifact to be used for assessment of each MSU Core Quality taught in the course.** That is, how will the instructor determine if the MSU Core Qualities taught in the course are being met, and how will the department determine if the course is fulfilling its intended purpose for its academic programs? This is VERY important for all new and renewing Core Courses. Include the nature of the student assessment artifact that will be collected for MSU Core Quality Assessment

5) **Any further considerations not listed on the form:** How will the proposed course prepare students to meet the Learning Outcomes for the requested CORE designation based on the Core Perspectives? This is where departments and schools will need to provide a description of how the existing or proposed course meets the rationale for the existing or requested core designation. Review the required Core perspectives and rationales for each. [https://www.montana.edu/msu-core/proposed.html](https://www.montana.edu/msu-core/proposed.html)

**What Core Qualities should be included? (see Core Qualities for more details)**

1) For Contemporary Issues in Science (CS) = “Thinker and Problem Solver” and “Local and Global Citizen”
2) For Diversity (D) = “Local and Global Citizen” And “Effective Communicator”.
3) For Inquiry (IA, IH, IN, IS) = “Thinking and Problem Solver” and either “Effective Communicator” or “Local and Global Citizen”
4) For Quantitative Reasoning (Q) = “Thinker and Problem Solver”
5) For Research & Creative Experience (R) =Choice of two of the three Core Qualities.
6) For University Seminar (US) = All three Core Qualities.
7) For Written Communication (W) = “Effective Communicator”.

If, in review of the requirements for Core, you **decide to remove or request a different Core Designation**, that will also be submitted to CIM. Simply remove the designation or replace it, and submit request. It will be processed through the workflow system, informing the curriculum
committees of the change before it is sent to Core Committee for review and then to the Registrar for updating in Banner.