

Please print out and complete this form and submit to (link)

Course Proposal for NMSU General Education Requirement

1. Date: _____
2. Department making the proposal: _____
3. General Education requirement involved (part/Category): _____
4. Course Title: _____
5. Course Prefix: _____ Number _____ Credit Hours: _____
6. This course is: Proposed _____ Existing _____
7. Course prerequisites: _____
8. Brief description of course (appropriate for flimsy/catalog): _____

9. Describe the instructional format of the course: _____
10. Describe how this course meets the overall goal of the NMSU general education program as stated below and the specific category to which it would belong: _____

General education attempts to foster intelligent inquiry, abstract logical thinking, critical analysis and the integration and synthesis of knowledge; it strives for literacy in writing, reading, speaking and listening; it teaches mathematical structures, acquainting students with precise abstract thought about numbers and space; it encourages an understanding of science and scientific inquiry; it provides a historical consciousness, including an understanding of one's own heritage as well as respect for other peoples and cultures; it includes an examination of values and stresses the importance of a carefully considered values system; it fosters an appreciation of the arts; and general education provides the breadth necessary to have a familiarity with the various branches of human understanding.

Flowing from the above philosophy, the following objectives were identified. Indicate which objective(s) this course addresses and describe how students will meet those objectives.

- a. Be able to think critically.
- b. Be able to integrate and synthesize knowledge.

- c. Demonstrate literacy in reading, writing and oral communication.
- d. Be familiar with mathematical structures.
- e. Understand science and scientific inquiry.
- f. Have a historical conscienceness, including an understanding of his/her own heritage.
- g. Have an appreciation of the arts.
- h. Be familiar with the various branches of human understanding.
- i. Be able to examine values and develop a carefully considered values system.

11. Complete the New Mexico Common Core Curriculum Course evaluation template.

12. Please prepare a course syllabus utilizing the designated template.

Approved

Dean: _____ Date _____
Signature

Print Name: _____

Associate Provost for Academic Affairs: _____ Date _____
Signature

Print Name: _____

Chair, General Education Course Certification Committee _____
Signature

Print Name; _____ Date _____

The New Mexico Common Core Curriculum Course Evaluation

AREA I: COMMUNICATIONS

Section A For courses on the current HED Core Matrix, complete sections A & C; for All Others, complete A, B & C

Name of Institution	
Name of Department	
Course Number, Title, Credits	
Catalog Course Description	
Co-requisite Course Number and Title, if any (complete separate form)	

Section B For courses not on the current HED Core Matrix, please complete the following table:

Area I: Communications		
Competency Students will:	How Addressed in This Course	Assessment Methods
Analyze and evaluate oral and written communication in terms of situation, audience, purpose, aesthetics, and diverse points of view.		
Express a primary purpose in a compelling statement and order supporting points logically and convincingly.		
Use effective rhetorical strategies to persuade, inform and engage.		
Employ writing and/or speaking processes such as planning, collaborating, organizing, composing, revising & editing to create presentations using correct diction, syntax, grammar and mechanics.		
Integrate research correctly and ethically from credible sources to support the primary purpose of a communication.		
Engage in reasoned civic discourse while recognizing the distinctions among opinions, facts, and inferences.		

Table Completed by: _____
Signature
Printed Name

Section C This course meets institutional standard for general education.

Attested: _____ Date _____
Chief Academic Officer Signature

Printed Name: _____

Telephone: _____ Fax: _____ E-mail _____

AREA II: MATHEMATICS/OTHER COLLEGE LEVEL MATHEMATICS

Section A For courses on the current HED Core Matrix, complete sections A & C; for All Others, complete A, B & C

Name of Institution	
Name of Department	
Course Number, Title, Credits	
Catalog Course Description	
Co-requisite Course # and Title, if any (complete separate form)	

Section B For courses not on the current HED Core Matrix, please complete the following table:

Area II: Mathematics/Other College Level Mathematics		
Competency Students will:	How addressed in this course	Assessment methods
Display, analyze, and interpret data.		
Demonstrate knowledge of problem-solving strategies.		
Construct valid mathematical explanations.		
Display an understanding of the development of mathematics.		
Demonstrate an appreciation for the extent, application, and beauty of mathematics.		

Table Completed by: _____
Signature
Printed Name

Section C This course meets institutional standard for general education.

Attested: _____ Date _____
Chief Academic Officer Signature

Printed Name: _____

Telephone: _____ Fax: _____ E-mail _____

AREA III: MATHEMATICS/CALCULUS

Section A For courses on the current HED Core Matrix, complete sections A & C; for All Others, complete A, B & C

Name of Institution	
Name of Department	
Course Number, Title, Credits	
Catalog Course Description	
Co-requisite Course # and Title, if any (complete separate form)	

Section B For courses not on the current HED Core Matrix, please complete the following table:

Area II: Mathematics/Other College Level Mathematics		
Competency Students will:	How addressed in this course	Assessment methods
Demonstrate an understanding of the theoretical, geometrical underpinnings of the calculus.		
Use concepts of function, limit, continuity, derivative, and integral.		
Apply methods of calculus to optimization, graphing, and approximation.		
Apply differential and integral calculus to problems in geometry, physics, and other fields.		

Table Completed by: _____
Signature
Printed Name

Section C This course meets institutional standard for general education.

Attested: _____ Date _____
Chief Academic Officer Signature

Printed Name: _____

Telephone: _____ Fax: _____ E-mail _____

AREA IV: SOCIAL/BEHAVIORAL SCIENCES

Section A For courses on the current HED Core Matrix, complete sections A & C; for All Others, complete A, B & C

Name of Institution	
Name of Department	
Course Number, Title, Credits	
Catalog Course Description	
Co-requisite Course # and Title, if any (complete separate form)	

Section B For courses not on the current HED Core Matrix, please complete the following table:

Area II: Mathematics/Other College Level Mathematics		
Competency Students will:	How addressed in this course	Assessment methods
Identify, describe, and explain human behaviors and how they are influenced by social structures, institutions, and processes within the contexts of complex and diverse communities.		
Articulate how beliefs, assumptions, and values are influenced by factors such as politics, geography, economics, culture, biology, history, and social institutions.		
Describe ongoing reciprocal interactions among self, society, and the environment.		
Apply the knowledge base of the social and behavioral sciences to identify, describe, explain, and critically evaluate relevant issues, ethical dilemmas, and arguments.		

Table Completed by: _____
Signature
Printed Name

Section C This course meets institutional standard for general education.

Attested: _____ Date _____
Chief Academic Officer Signature

Printed Name: _____

Telephone: _____ Fax: _____ E-mail _____

AREA V: HUMANITIES AND FINE ARTS

Section A For courses on the current HED Core Matrix, complete sections A & C; for All Others, complete A, B & C

Name of Institution	
Name of Department	
Course Number, Title, Credits	
Catalog Course Description	
Co-requisite Course # and Title, if any (complete separate form)	

Section B For courses not on the current HED Core Matrix, please complete the following table:

Area II: Mathematics/Other College Level Mathematics		
Competency Students will:	How addressed in this course	Assessment methods
Analyze and critically interpret significant primary texts and/or works of art (this includes fine art, literature, music, theatre, and film.		
Compare art forms, modes of thought and expression, and processes across a range of historical periods and/or structures (such as political, geographic, economic, social, cultural, religious, intellectual)		
Recognize and articulate the diversity of human experience across a range of historical periods and/or cultural perspectives.		
Draw on historical and/or cultural perspectives to evaluate any or all of the following: contemporary problems/issues, contemporary modes of expression, and contemporary thought.		

Table Completed by: _____

Signature

Printed Name

Section C This course meets institutional standard for general education.

Attested: _____

Date _____

Chief Academic Officer Signature

Printed Name: _____

Telephone: _____ Fax: _____ E-mail _____



NMSU General Education Syllabus

Instructor: _____

Course: _____

Phone: _____

Credits: _____

E-mail: _____

Meeting Place/Time: _____

Office Location: _____

Lab: _____

Office Hours: _____

Prerequisites: _____

TEXTBOOKS: Required: _____

Recommended: _____

Additional Requirements:

Course Description:

Classroom Policies:

Learning Outcomes:

Calendar of Activities:

Readings:

Assignments:

Exams/Quizzes:

Grading:

Attendance Policy:

Late/Incomplete Work:

Make-Up Work:

Academic Misconduct

Any student found guilty of academic misconduct shall be subject to disciplinary action. Academic misconduct includes, but is not limited to, the following actions:

1. Cheating or knowingly assisting another student in committing an act of cheating or other forms of academic dishonesty.
2. Plagiarism is using another person's work without acknowledgment, making it appear to be one's own. Any ideas, words, pictures, or other source must be acknowledged in a citation that gives credit to the source. This is true no matter where the material comes from, including the internet, other student's work, unpublished materials, or oral sources. Intentional and unintentional instances of plagiarism are considered instances of academic misconduct. It is the responsibility of the student submitting the work in question to know, understand, and comply with this policy. If no citation is given, then borrowing any of the following would be an example of plagiarism:
 - ❖ An idea or opinion, even when put into one's own words (paraphrase).
 - ❖ A few well-said words, if these are a unique insight.
 - ❖ Many words, even if one changes most of them.
 - ❖ Materials assembled by others, for instance, quotes or a bibliography.
 - ❖ An argument.
 - ❖ A pattern or idea.
 - ❖ Graphs, pictures, or other illustrations.
 - ❖ Facts.
 - ❖ All or part of an existing paper or other resource.

This list is not meant to include all possible examples of plagiarism. See the University Library's web page (link) on plagiarism for further examples.

3. Unauthorized possession of examinations, reserve library materials, laboratory material, or other course-related materials.
4. Unauthorized changing of grades on an examination, in an instructor's grade book, or on a grade report; or unauthorized access to academic computer records.
5. Nondisclosure or misrepresentation in filling out applications or other University records in, or for, academic departments or colleges.

Students with Disabilities/ADA Policy

If you have or believe you have a disability, you may wish to self-identify by providing documentation to the Office for Services for Students with Disabilities (SSD). Appropriate accommodations may then be provided. If you have a condition which may affect your ability to exit the premises in an emergency, or which may result in an emergency, you are encouraged to self-identify as well.

Call Michael Armendariz, SSD Coordinator at 575-646-6840, or e-mail mikearm@nmsu.edu, with any questions you may have on student issues related to the Americans with Disabilities Act (ADA) and/or Section 504 of the Rehabilitation act of 1973.

Call Jerry Nevarez, Director of Institutional Equity at 575-646-3635, or email gerardn@nmsu.edu, with questions about NMSU's Non-Discrimination Policy and/or with complaints of discrimination.