

Undergraduate Education and General Education at Indiana University Bloomington

Preamble

An undergraduate education at Indiana University Bloomington will develop students' understanding of themselves, their sense of responsibility to others, and their knowledge of the social and natural worlds. Students will therefore be able to analyze problems, generate solutions, pose questions and construct defensible answers based on reason and appropriate evidence. IUB graduates will be curious, independent and responsible participants in their communities and their places of work, and citizens of the world.

To achieve these ends, every Indiana University Bloomington baccalaureate degree program includes common course and disciplinary requirements that integrate these general developmental goals with the special resources of the campus. These common requirements articulate the ideals that Indiana University Bloomington faculty hold for the general education of undergraduate students, and assure that all students are afforded the opportunity to explore a breadth of academic opportunities as well as the more specialized demands of a chosen major field of study. An IUB undergraduate education is an experience that deepens, broadens and extends students' skills, knowledge, abilities and dispositions, and fosters a love of and dedication to learning.

During the course of study at IUB, a student should be engaged in experiences that involve exploration, examination and expression through discourse and enriching educational experiences. Undergraduate education at IUB should develop the student's intellectual capabilities in written and verbal communication, qualitative and quantitative analysis and reasoning, a solid breadth of knowledge across disciplines, literacy in information resources, opportunities for educational participation in the global community, and significant strength in at least one discipline or one interdisciplinary field of study.

General Education may be viewed as a foundation for the pursuit of an undergraduate degree. The Indiana University Bloomington General Education Program includes two basic components: the Common Ground (Foundations, Breadth of Inquiry, World Languages and Cultures) which is foundational to the development of intellectual capabilities and must be included in every undergraduate degree offered at Indiana University Bloomington; and Shared Goals, which include components the faculty recommends for inclusion in every undergraduate degree program offered by Indiana University Bloomington.

Indiana University Bloomington offers a rich environment for such an education. IUB academic programs build on the dynamic interrelationship between the College of Arts and Sciences and an array of distinguished professional schools. Offering some 350 different degrees in the arts, sciences, and professions, it is committed through its faculty and facilities to quality teaching, cutting-edge research and development, scholarship, the arts and creative activity. Drawing on a deep legacy of international engagement, the campus features foreign-language, culture and arts emphases and numerous opportunities for undergraduates to explore the world through

international experiences. IUB offers physical space for an abundance of cultural resources, including world-class venues for music, drama, and the visual arts, and major research libraries and book and artifact collections. Indiana University Bloomington provides a residential living environment which supports the academic mission and encourages engagement with the intellectual, cultural, and community richness of the world outside its gates, both near and far.

Indiana University Bloomington General Education

The Indiana University Bloomington General Education Program consists of two parts, each of which is viewed by the campus faculty as equally important in the overall undergraduate educational experience. This two-part structure recognizes that some experiences are better completed universally by all undergraduates and other components are better defined within the context of each degree program. The faculty in each degree program are responsible for developing the most appropriate ways of incorporating these two components into each degree program. The Common Ground must be incorporated into every baccalaureate degree program. The Shared Goals are recommended for inclusion in every baccalaureate degree program.

I. The Common Ground (Required; up to 31 credits)

- a. Foundations
 - i. Writing: English Composition- 3 credits
 - ii. Mathematical Modeling – 3-4 credits
- b. Breadth of Inquiry
 - i. Arts and Humanities- 6 credits
 - ii. Social and Historical studies- 6 credits
 - iii. Natural and Mathematical Sciences- 5-6 credit hours; two courses OR a single 5-credit course that includes a substantial lab component
- c. World Languages and Cultures
Second-year level of a world language (6 credits) OR World Culture courses (6 credits) OR International experience in an approved study abroad (6 credits)

II. Shared Goals (Recommended; to be structured by faculty in each baccalaureate degree program; might be completed by embedding these goals in current curricula, through coursework for credit, or non-credit bearing activities)

- a. Intensive Writing
- b. Information Fluency
- c. Diversity in the United States
- d. Enriching Educational Experiences (service learning, internship, capstone project, student teaching, independent research/creative activity program, an approved study abroad experience, honors thesis, show, recital, performance)

General Guidelines

1. The General Education Program will be fully implemented in conjunction with the new admissions requirements by Fall 2011.
2. All courses or experiences used to fulfill Common Ground components of the General Education program must be approved by the General Education Committee.
3. Courses used to fulfill the Common Ground-Foundations components are limited to those courses or equivalencies approved for such use by the General Education Committee.
4. Courses and experiences used to fulfill Common Ground-Breadth of Inquiry and World Languages and Cultures components of the General Education program will be drawn primarily from the College of Arts and Sciences but may include courses and experiences proposed from other academic units on the Bloomington campus.
5. Courses or experiences designed for specific majors, and with extensive prerequisites, and where no substitutions or equivalences exist across the campus, should not be considered appropriate for inclusion in the Common Ground.
6. An individual course may satisfy more than one type of Common Ground requirement of the General Education program if that course is approved for all the relevant requirements. See the appended Double Counting Policy Guidelines for restrictions on double counting. Courses approved for general education credit may overlap (double-count) with courses required by individual degree programs.
7. Because dual-credit (e.g., ACP) courses, credit by examination courses (e.g., special credit and AP credit), and transferred courses are entered on Indiana University transcripts as their Indiana University course equivalences, such courses are automatically accepted for satisfying the requirements of this General Education program.
8. Degree program requests for exceptions to the General Education program should be submitted to the General Education Committee through the associate dean/director for undergraduate education of the requesting school/college.
9. Schools retain the authority to set admission standards for individual degree programs including prerequisites, grade minima, etc.

Guidelines for The Common Ground Curriculum

I. Foundations

A. Writing: English Composition (3 credits)

Learning Outcomes

Students proficient in English composition will demonstrate the ability to

1. employ strategies of pre-writing, drafting, and revising, taking into consideration rhetorical purpose, the knowledge and needs of different audiences, and the feedback of instructors and peers.
2. engage in substantial revision of drafts, as distinguished from editing and proofreading.
3. (read critically, summarize, apply, analyze, and synthesize information and concepts in written and visual sources as the basis for developing their own ideas and claims.
4. engage in inquiry-driven research, making use of appropriate data repositories and indexes, and properly attributing and citing the language and ideas of others to avoid plagiarism.
5. develop a focused thesis and link it to appropriate reasons and adequate evidence.
6. use genre conventions and structure (e.g., introductions, paragraphing, transitions) in ways that serve the development and communication of information and ideas.
7. edit such that choices in style, grammar, spelling, and punctuation contribute to the clear communication of information and ideas.

A minimum grade of C- in an approved course is required to show proficiency in English composition.

Course Characteristics

1. Courses fulfilling the Composition proficiency requirement should
 - a. emphasize formal instruction in writing that integrates reading, thinking, and writing skills transferable to a wide variety of college courses and experiences students will encounter.
 - b. include at least a full semester sequence of frequent and regular writing assignments that build sequentially on students' ability to read critically, summarize, apply, analyze, and synthesize what they have read, discussed, and researched.
 - c. emphasize the development of students' ideas in the context of ongoing cultural, scholarly, and professional "conversations," clarity of expression, and organization, in addition to correct grammar, spelling, punctuation, and citation.
 - d. involve rigorous draft feedback and evaluation using appropriate rubrics.
2. Courses approved for the Writing: English Composition requirement must have extensive and well-conceived systems for course development and review and for the preparation and ongoing supervision of all instructors.
3. Courses approved for the requirement must be taught in section sizes that permit directed rewriting and careful evaluation (25 or fewer).

4. Such courses are to be distinguished from Intensive Writing courses beyond the 100-level in which students typically learn formats and conventions particular to specific disciplines and professions and/or use writing as a way of understanding particular course concepts. Courses approved for the English Composition requirement will serve as prerequisites for such Intensive Writing courses.
5. Currently no courses fulfilling the English Composition requirement have been approved for meeting any other Common Ground requirement. (See the appendix for a policy interpretation of rules about Double-Counting.)

B. Mathematical Modeling (3-4 credits)

Mathematical Modeling courses provide rigorous instruction in fundamental mathematical concepts and skills presented in the context of real-world applications. The modeling skills provide analytical methods for approaching problems students encounter in their future endeavors.

Learning Objectives

Students proficient in Mathematical Modeling should demonstrate the ability to

1. create mathematical models of empirical or theoretical phenomena in domains such as the physical, natural, or social sciences
2. create variables and other abstractions to solve college-level mathematical problems in conjunction with previously-learned fundamental mathematical skills such as algebra
3. draw inferences from models using college-level mathematical techniques including problem solving, quantitative reasoning, and exploration using multiple representations such as equations, tables, and graphs
4. take an analytical approach to problems in their future endeavors

A passing grade in an approved course is required to show proficiency in mathematical modeling under the General Education curriculum.

Course Characteristics

1. Mathematical modeling courses
 - a. are mathematics courses that either are required for students in the natural and mathematical sciences or address problems through mathematical models,
 - b. emphasize mathematical rigor and abstraction, fundamental mathematical skills, and college-level mathematical concepts and techniques,
 - c. teach how to develop mathematical models and draw inferences from them,
 - d. and include a full semester or equivalent of frequent and regular assignments that provide practice in mathematical modeling and mathematical techniques. Problems providing modeling practice
 - i. are phrased with limited use of mathematical notation and symbols,
 - ii. require a formulation step on the part of the student,

- iii. require college-level mathematical techniques leading from the formulation to the conclusion,
- iv. and have a conclusion that involves discovery or interpretation.
2. Courses approved for the Mathematical Modeling requirement must demonstrate and provide a system for consistency in instruction and in assessment of student achievement.
3. Courses approved for the mathematical modeling requirement should engage students with mathematical concepts and techniques that prepare them for a variety of possible future courses and degrees.
4. A course used to satisfy the Mathematical Modeling Foundations requirement may not double-count toward the Breadth of Inquiry Natural and Mathematical Sciences requirement.

II. Breadth of Inquiry

A. Arts and Humanities (2 courses, 6 credits)

Learning Objectives

Courses in the Arts & Humanities area of Common Ground in General Education explore expressions and artifacts of human experience from past and present cultures throughout the world. The 6 credits required in A&H introduce the student to a range of knowledge, analytical frameworks, and critical perspectives, and are intended to contribute to any or all of these learning outcomes:

1. *Knowledge* of origins, varieties, and meanings of the expressions and artifacts of human experience, including:
 - i. Original written texts in various literary forms
 - ii. Works of visual art and design
 - iii. Musical compositions
 - iv. Dramatic performance (live theater, dance, film, video, digital...)
2. *Knowledge* of the cultural, intellectual, and historical contexts through which these expressions and artifacts are interpreted.
3. *Knowledge* of the modes of symbolic expression and aesthetic and/or literary conventions that are used in these expressions and artifacts.
4. *Ability to develop arguments, ideas, and opinions* about forms of human expression, grounded in rational analysis and in an understanding of and respect for the historical context of expressions and artifacts, and to express these ideas in written and/or oral form.
5. *Ability to create or reinterpret artistic works*, as performer or as critic, through the development of skills of performance or skills of analysis and criticism.
6. *Ability to explain and assess the changing perspectives* on the meanings of arts and humanities traditions, and to explore one's own identity within prior and current intellectual, aesthetic, and cultural frameworks.

Course Characteristics

Courses in the Arts and Humanities enable students to understand and interpret expressions and artifacts of human experience in word, image, music, and gesture. In these courses, students investigate the varieties of aesthetic, intellectual, and cultural expression from both contemporary and historical perspectives. They also develop the abilities to think rationally and to construct and assess opinions, ideas, and arguments. Arts and Humanities courses further encourage students to explore their own identity and traditions, so that they may craft their own responses to a changing and complex, modern world.

In the Arts, students explore human expression through (a) writing in various literary forms, (b) visual arts (painting, sculpture, textiles, etc.), (c) musical composition and performance, and (d) dramatic performance (live theater, video and film, dance, etc.). In the Humanities, students explore areas of knowledge and analysis relating to human history, philosophy, and/or culture.

Courses approved in Arts and Humanities (a) investigate and analyze modes of symbolic representation and artistic and/or literary conventions; (b) explore cultural, historical, and intellectual contexts of literature, art, music, and drama; (c) grapple with religious, philosophical, and moral questions; and/or (d) create and/or re-create artistic works culminating in individual or group publication, production, or performance. Courses included in this last category will integrate analytical papers or formal critiques demonstrating students' ability to express opinions and ideas, and to argue rationally about them.

At the discretion of departments, and with permission of the appropriate academic dean, exemptions for approved courses may be earned by satisfactory performance on departmentally approved examinations.

B. Social and Historical Studies (2 courses, 6 credits)

Learning Objectives

Social and Historical studies courses help students gain knowledge of human cultures and the impact of historical events that shaped their development. The theoretical underpinnings and methodologies introduced will provide students with critical analytical skills. The courses are also expected to increase the social awareness of students through intercultural knowledge and the ability to reason ethically. Knowledge of specific historical and social situations will help students integrate an appreciation for diversity and inclusiveness into their approach to life-long learning.

Students who successfully complete this requirement will improve their

1. Knowledge of Human Cultures and Physical and Natural World
 - a. Human culture knowledge through understanding of history, social situations, and social institutions
2. Intellectual and Practical Skills
 - a. Critical and creative thinking
 - b. Inquiry and analysis

- c. Quantitative and/or qualitative literacy through theory and methodology
3. Personal and Social Responsibility
 - a. Intercultural knowledge
 - b. Civic knowledge
 - c. Skills for life-long learning

Course Characteristics

Courses in this area examine individual, collective, and institutional behavior in social and historical contexts. Coursework may examine the interactions among diverse forces, such as those arising in historical, communicative, geographical, social, cultural, legal, economic, and political contexts. Students will be introduced to theoretical approaches and methodologies for understanding social behavior and institutions. Courses may emphasize knowledge of specific historical and social situations or foster an appreciation for the diversity of human sociality and the complex forces shaping human history.

At the discretion of departments, and with permission of the appropriate academic dean, exemptions for approved courses may be earned by satisfactory performance on departmentally approved examinations.

C. Natural and Mathematical Sciences (5-6 credit hours; two courses OR a single 5-credit course that includes a substantial lab component)

Learning Objectives

Students who successfully complete courses in the Natural and Mathematical Sciences will

1. Become familiar with scientific inquiry and the bases for technology,
2. Acquire tools to model and understand the physical and natural world,
3. Acquire skills in the collection and interpretation of data, critical thinking, and theoretically based inquiry,
4. Learn to solve problems,
5. Acquire analytical and/or quantitative skills allowing them become informed, active participants in society.

Course Characteristics

Distribution courses in this area will expose students to the nature and methods of scientific inquiry, emphasizing quantitative approaches to the testing of falsifiable hypotheses. These courses will begin to provide students with the tools and skills required not only to understand physical and biological phenomena, but discover them through theoretically based inquiry, rigorous analytical thinking, and/or the collection and interpretation of empirical data, broadly interpreted. Development of these skills is an essential component for enabling the discerning of fact from myth and superstition, evaluating methodology, evidence, and opinion, problem-solving, and generally preparing students to be informed and active participants in modern society.

At the discretion of departments, and with permission of the appropriate academic dean, exemptions for approved courses may be earned by satisfactory performance on departmentally approved examinations.

III. World Languages and Cultures (6 credits)

Indiana University has a long tradition of excellence and leadership in international and global studies. Most notably, that tradition is seen in the support that Herman B Wells gave to the establishment of world-class departments and programs in that area, as well as the current emphasis across the entire university in giving students the tools to better understand, appreciate, and work in our ever-shrinking world. Specifically, the 6-credit-hour World Languages and Cultures requirement has the following goals, some or all of which may be met in the three possible ways described below: 1) to understand elements that distinguish cultures from one another and to be able to compare cultural perspectives; 2) to gain the linguistic tools to communicate in another language at the intermediate level; 3) to develop analytical skills appropriate to the study of international and intercultural relations; 4) to apply such understanding and skills by means of active participation and reflection in programs of study outside the United States.

This requirement strives to increase student knowledge of the variety of international societies and may deal to some extent with U.S. culture in its international connections. It need not focus on the present but may, instead, be a historical subject. The requirement seeks to expand student knowledge of world affairs, cultures, societies, and values; explore traditions grounded in different cultural paradigms; and provide a framework for understanding and appreciating the ideas and values of different cultures. These goals are intended to provide a foundation for basic understanding and knowledge, which will be further developed in more advanced studies; internationalization and globalization should infuse a student's experience at Indiana University.

Learning Objectives

The following foundational knowledge, skills, and attitudes represent the learning objectives for students satisfying the World Languages and Cultures Common Ground requirement:

Knowledge

1. Understands culture within a global and comparative context (that is, the student recognizes that his/her culture is one of many diverse cultures and that alternate perceptions and behaviors may be based in cultural differences).
2. Demonstrates knowledge of global issues, processes, trends, and systems (that is, economic and political interdependency among nations, environmental-cultural interaction, global governance bodies, and nongovernmental organizations).
3. Demonstrates knowledge of other cultures (including beliefs, values, perspectives, practices, and products).

Skills

4. Uses knowledge, diverse cultural frames of reference, and alternate perspectives to think critically and solve problems.
5. Communicates and connects with people in other language communities in a range of settings for a variety of purposes, developing skills in each of the four modalities: speaking (productive), listening (receptive), reading (receptive), and writing (productive).
6. Uses foreign language skills and/or knowledge of other cultures to extend access to information, experiences, and understanding.

Attitudes

7. Appreciates the language, art, religion, philosophy, and material culture of different cultures.
8. Accepts cultural differences and tolerates cultural ambiguity.
9. Demonstrates an ongoing willingness to seek out international or intercultural opportunities.

The World Languages and Cultures requirement may be fulfilled in ONE of the following three ways:

A. Language Study (6 credits)

Students must successfully complete the study of a single approved world language through the second semester of the second-year level of college-level course work. International students whose native language is not English may fulfill the foreign language requirement through demonstrated proficiency in their native languages, in accordance with the practice and policies of the College of Arts and Sciences.

At the discretion of departments offering the relevant world language courses, and with permission of the appropriate academic dean, exemptions for approved courses may be earned by satisfactory performance on departmentally approved examinations.

OR

B. World Culture Courses (6 credits)

Students must successfully complete two World Culture courses from an approved list. These courses reflect the goals stated above by cultivating student knowledge of the similarities and differences among international cultures and societies; conveying to students a knowledge of other nations' cultural values, traditions, beliefs, and customs; increasing knowledge of the range of international cultural achievements and human conditions through time; increasing students' knowledge of nations and cultures not in isolation, but in relation to one another.

At the discretion of departments, and with permission of the appropriate academic dean, exemptions for approved courses may be earned by satisfactory performance on departmentally approved examinations.

OR

C. International Experience (6 credits)

To satisfy the International Experience option, students must complete an approved study abroad program or approved study abroad internship of at least 6 credit hours and at least six weeks abroad in duration (or a combination of programs totaling 6 credit hours; if a combination of programs is chosen, the international experiences must, at a minimum, be three weeks abroad in duration, and the student must earn at least 3 credit hours from the program for it to count as half of the 6-credit-hour requirement.) The language of instruction of these programs may be English or another world language, and the site of instruction may be any country except the United States. The following options are available, although certain prerequisites and conditions apply to some programs. In all cases, the programs will have been pre-approved for credit by the Overseas Study Advisory Council (#1-3 below) or the Office of International Admissions (#4 below):

1. IU-administered programs [listed on Overseas Study webpage and GE website]
2. IU co-sponsored programs [listed on Overseas Study webpage and GE website]
3. IU autonomous programs [listed on Overseas Study webpage and GE website—not all IU autonomous programs apply]
4. Non-IU programs that have been approved in advance by the Office of International Admissions via approval of the Credit Transfer Agreement Form.

Shared Goals

Components Recommended within the Context of Each Degree

Each degree program should be designed in such a way that students are provided opportunities to experience these additional aspects of an undergraduate education.

A. Intensive Writing

Each degree program should articulate how undergraduate students fulfill this requirement within their degree program. Normally, the expectations for an intensive writing experience would be: taught by faculty in small sections or by individual arrangement; include a series of written assignments evaluated with close attention to organization and expression as well as to substance and argument; graded revision of assignments.

B. Information Fluency

Information Fluency includes, but goes beyond, information technology skills, to introduce students to critical information resources that underlie the major field of study and introduce

students to skills in utilizing information resources within that field. Students should be able to determine the extent of information needed, access the needed information effectively and efficiently, evaluate information and its sources critically, incorporate selected information into one's knowledge base, use information effectively to accomplish a specific purpose, and understand the economic, legal, and social issues surrounding the use of information, and access and use information ethically and legally.

C. Diversity in the United States

As approved by the Bloomington Faculty Council (Circular B39-1990), the faculty of each undergraduate degree-granting unit shall adopt a degree requirement appropriate to their curriculum that addresses issues of diversity in the United States. Adoption of a requirement that has a focus on the issues of diversity and cultural, racial, ethnic, class, age, ability, sexual orientation, religious, and gender discrimination within the context of the United States would be especially useful in achieving the objectives of enhanced understanding of diversity.

D. Enriching Educational Experiences

Meaningful educational experiences, some of which may be outside the traditional classroom, can enhance the overall undergraduate academic experience. These experiences may or may not be linked to specific courses. Each academic program should set forth the accepted options for fulfilling this shared goal. IUB recognizes the value of different types of enriching educational activities, such as a service-learning course, internship, community service and community-based action research, fieldwork, capstone project, student teaching, independent research/creative activity program, approved study abroad experience, honors thesis, show, recital, performance, or advocacy in your major. Such experiences provide opportunities to apply discipline-specific skills and knowledge to community issues and to examine issues of service and social responsibility that relate to the chosen career field.

The General Education Committee and Campus Charge

1. The Bloomington Faculty Council will establish a General Education Committee to facilitate the implementation and ongoing assessment of the General Education program.
2. The General Education Committee will have a voting membership consisting of the Associate Dean/Director for Undergraduate Education of each undergraduate School and the College together with other tenured/tenure-track faculty selected so that the voting membership as a whole has
 - a. proportional representation based on the number of tenured/tenure-track faculty in the Bloomington Schools that offer baccalaureate degrees, and
 - b. a majority consisting of tenured/tenure-track faculty who do not hold school-level administrative appointments,

and which committee has two co-chairs, one of whom is appointed by the Provost and the other of whom is appointed by the Bloomington Faculty Council Nominations Committee. Each school will recommend its members to the Provost. The Provost will formally appoint the committee membership. To conduct its work, the General Education Committee may add ex-officio, including student, non-voting members, as needed.

3. In order for any proposal to be approved by the committee, whether concerning course recommendations or broader matters, the proposal must receive the support both (i) of a majority of the voting members and (ii) of at least some voting members from at least four of the College and Schools. Only a majority vote of the committee is necessary to disapprove any such proposal.
4. The General Education Committee is charged with:
 - a. final preparation of the General Education proposal to be submitted to the Bloomington Faculty Council during the 2006-2007 academic year, including:
 - i. Final definitions of curricular components including learning objectives for each component,
 - ii. Approved course lists (including, but not limited to: evaluation of historical enrollment, grading, and instruction data, sample syllabi, frequency of course offering, etc.), and
 - iii. Unit impact evaluations (to be prepared by each school/college).
 - b. reviewing proposals for general education courses in an ongoing capacity.
 - c. developing assessment metrics for ongoing evaluation of the Common Ground and the Shared Goals.
 - d. conducting a baseline assessment of the campus's current experiences with the Common Ground and Shared Goals during the period 2007-2011.

- e. reviewing unit reports on the implementation, ongoing experience, and effectiveness of the General Education Program within each degree program (Note: An initial collection of each report should be presented to the BFC by December 2008).
 - f. monitoring budgetary implications, with the Vice Provost for Budgetary Administration and Planning, of the implementation and ongoing experiences with the General Education Program.
 - g. delivering annual updates (in October for the previous year) and five-year reports to the BFC on the status of the General Education Program.
5. The President, the Provost, and the College and School Deans of Indiana University Bloomington shall take steps to insure that the budgetary adjustments necessary to implement this General Education Program do not adversely impact the research mission of any unit and shall undertake to diminish the budgetary incentives for, and prevent the occurrence of, academic encroachment between academic units. The President and Provost will make the necessary resources available to support the work of the General Education Committee and the implementation of the General Education Program.

Policies Adopted by the General Education Committee

Scope of General Education Requirements at IUB

1. Degree programs may be exempted from the Common Ground only by affirmative votes of both the General Education Committee and the Bloomington Faculty Council. (April 17, 2009).
2. General Education requirements apply to all students pursuing their first baccalaureate degree at IUB. (April 17, 2009)
3. Degree program requests for exceptions to Common Ground requirements may be approved only by affirmative votes of both the appropriate Common Ground subcommittee and the General Education Committee. (April 14, 2010)
4. Transfer students must meet IUB General Education requirements. (April 17, 2009)
5. [A minimum of 6 credit hours of the IU Bloomington GenEd curriculum must be completed in residence at Indiana University Bloomington. \(November 3, 2010\)](#)
6. [At least one of the courses used to fulfill the Natural and Mathematical Sciences requirement must be a natural science course \(as designated by the N&M subcommittee. \(March 23, 2011\)](#)

Course Eligibility for General Education

5. Natural and Mathematical Sciences- 5-6 credit hours; two courses OR a single 5-credit course that includes a substantial lab component. (December 14, 2006)
6. [Except in the case of lab courses approved by the N&M Common Ground subcommittee, courses approved for the IU Bloomington General Education Common Ground curriculum must carry a minimum of 3 credit hours. \(November 3, 2010\)](#)
7. A prior history of offering is not required for any course in the Common Ground. (December 21, 2007) But cf. a policy interpretation requiring prior approval for the IUB Master Course List, below.
8. With the exception of upper-division courses taken abroad as part of a study-abroad experience (which may count toward fulfillment of the International Experience option of the World Languages and Cultures requirement), 300/400-level courses are ineligible for the Common Ground. (December 21, 2007; April 14, 2010)
9. Courses with variable titles are ineligible for the Common Ground. (December 21, 2007) But cf. a policy interpretation of this policy, below.

10. [Repeatable courses may apply toward GenEd requirements more than once but only if the course is repeated with a different topic.](#)
11. General Guideline No. 5 stipulates that “Courses or experiences designed for specific majors, and with extensive prerequisites, and where no substitutions or equivalences exist across the campus, should not be considered appropriate for inclusion in the Common Ground.” The General Education Committee determined that more than one prerequisite was “extensive,” i.e. that courses with more than one prerequisite are ineligible for General Education. Courses approved for the Foundations requirements will not count toward the prerequisite limit in other General Education areas. (February 16, 2006)
12. [An independent study or correspondence course may apply toward fulfillment of IU Bloomington General Education requirements but only with the approval of the IU Bloomington academic unit that has the relevant faculty expertise and exercises curricular authority for the course and subject area. \(November 3, 2010\)](#)
13. Joint listings of courses approved for General Education are permitted if—and only if—the following conditions are satisfied:
 - Each course in a joint listing has been approved for meeting the same General Education requirement;
 - Each course satisfies all other formal requirements, including those governing expected frequency of offering;
 - The joint listing has been approved in writing by the chief academic officer (or officers) of the unit (or units) offering the courses to be joint listed before the “final” schedule of the next semester has been submitted to the Office of the Registrar;
 - Departmental scheduling officers comply with technical requirements specified by the Office of the Registrar to ensure that students enrolled under different course numbers and titles in joint listed classes can be credited with fulfilling a General Education requirement. (April 17, 2009)
14. Cross listing of General Education courses is permitted, at the discretion of the degree granting unit, i.e. the College or school in which the degree resides. (April 17, 2009)
15. In consultation with the relevant Common Ground committee, the co-chairs of the General Education Committee may waive requirements governing the eligibility of courses for inclusion in General Education, but only when the requirements in question do not involve judgments about the suitability of the course under the governing rubric. (April 17, 2009)

Frequency of General Education Course Offerings

16. Foundation courses must be offered every semester during the regular academic year, i.e. every fall and spring semester. (December 21, 2007)

17. Breadth of Inquiry courses must be offered at least once every four semesters.
(December 21, 2007)

Currently there is no rule governing the frequency of world language and culture courses.

Grade Minima

18. A minimum grade of C- in an approved course is required to show proficiency in English composition. (April 7, 2008)

Currently, a passing grade is required to show proficiency in Mathematical Modeling, as stipulated in BFC Circular B30-2007.

19. Courses in which a student earns a grade of “P” (i.e., Pass) will not count toward fulfillment of Common Ground requirements. (April 14, 2010)

20. [Courses that are taught with S/F grading are not eligible for the GenEd curriculum.](#)
(February 16, 2011)

Test Credit

21. For Breadth of Inquiry and World Languages and Cultures: At the discretion of departments, and with permission of the appropriate academic dean, credit for approved courses may be earned by satisfactory performance on departmentally approved examinations. (April 7, 2008)

Current policies in the College of Arts & Sciences Bulletin (section titled “Credit by Examination”) specify equivalencies in English Composition and foreign languages and exemptions for other approved courses.

Transfer Credit

22. [Credit that appears on a student transcript as an IU Bloomington GenEd-approved course should apply toward GenEd requirements.](#) (November 3, 2010)
23. [Any IU course taken in residence at another IU campus and listed in the Core Transfer Library under the same CTL Name as an IUB GenEd-approved course should apply toward the same GenEd Common Ground requirement\(s\) as the IUB course in that category. A table of CTL equivalencies throughout the IU system should be created and coded as part of the GenEd degree audit system to make application of such credit automatic. This table should be reviewed by the GenEd Committee during the 2010–11 academic year, and it should be reviewed and updated every three years thereafter.](#)
(November 3, 2010)

24. Courses offered at other IU campuses that are found to be “equivalent” to an IUB GenEd-approved course for the purpose of fulfilling the IUB GenEd Common Ground requirements should be identified and coded for automatic application to IUB GenEd requirements. Such equivalencies should be determined by faculty in the IUB department that offers the IUB GenEd-approved course in question (see criteria listed above). (November 3, 2010)
25. Transfer credit that appears on a student transcript as a course that is not part of the GenEd curriculum should not be applicable to IUB GenEd Requirements. (November 3, 2010)
26. With appropriate approval, transfer credit that appears on a student transcript as “Undistributed” may apply toward GenEd requirements. Students who wish to have undistributed transfer credit evaluated for possible application to their GenEd requirements should first follow the current established procedure of requesting an individual course articulation. If such credit is not articulated to an IUB GenEd-approved course, a student may petition to have the undistributed credit evaluated for applicability to GenEd requirements. (November 3, 2010)
27. Previously un-articulated transfer credit should be reviewed for applicability only after the student has completed the course and the transfer credit appears on the student’s transcript. There should **not** be a process for evaluating transfer credit for pre-approval. (November 3, 2010)
28. The GenEd Committee should conduct a review of GenEd transfer policy in summer 2012 and every two years thereafter. (November 3, 2010)

Accommodations

29. The College of Arts & Sciences will develop and implement plans for accommodating students with documented learning disabilities in mathematics and foreign language, and who are unable to meet General Education requirements because of those disabilities. The College will provide annual reports to the General Education Committee on the number, type, and success of the accommodations it oversees in the area of General Education.

Program Monitoring and Evaluation

30. A General Education Monitoring Subcommittee (GEMS) will be constituted, the membership of which shall include: the co-chairs of the General Education Committee, the Common Ground subcommittee chairs, three administrative representatives from the General Education Committee, one University Division advisor representative (ex-officio), a secretary provided by the Vice Provost for Undergraduate Education (ex-officio). (April 17, 2009)

30. The charge of the IUB General Education Monitoring Subcommittee is to develop policies and plans that will guide the Vice Provost for Undergraduate Education in the conduct of monitoring activities. By December 2009, the subcommittee will provide a report to the General Education Committee that: a) confirms the general goals and objectives of the General Education Program, and b) specifies the basic principles that should guide monitoring activities for student assessment, curricular evaluation and program review. By April 2010, the subcommittee will provide a report to the General Education Committee that outlines general procedures to guide monitoring activities for student assessment, curricular evaluation and program review. These two reports will be presented by the subcommittee to the full General Education Committee no later than at the Spring 2010 meeting, and a special meeting or meetings may be called sooner for this purpose. Upon the General Education Committee's approval of subcommittee reports, the Vice Provost for Undergraduate Education is charged with carrying out the approved monitoring plan for General Education at IUB. (April 17, 2009)

Indiana University Bloomington General Education Co-Chairs' Policy Interpretations

Course Eligibility for General Education

To be considered for General Education a course must be listed in the IU Master Course Catalog, though it need not be offered before it is proposed for General Education.

On 12/21/2007 the General Education Committee voted “no” on the question, “Will the General Education Curriculum consist entirely of courses that have been previously offered, and which therefore have a prior history or track record” The policy refers specifically to the prior offering of courses. It leaves open the question of whether courses proposed for General Education have been approved for the Master Catalog, which means it has survived the remonstrance process. Our view is that questions about the very possibility of offering a course at IUB should be resolved in the affirmative before we take up the secondary question of whether it ought to be part of General Education.

Barbara A. Bichelmeyer and Russell L. Hanson
April 3, 2009

Indiana University Bloomington General Education Co-Chairs' Policy Interpretation

Double Counting

In Fall 2007, as newly appointed Co-chairs of the General Education Committee we inherited a list of issues that arose during Spring 2007 deliberations when Common Ground committees were reviewing courses for the new curriculum. One of the issues involved “double counting,” which occurs when students enroll in one course in order to satisfy two (or more) academic requirements. We proposed ballot measures to address the outstanding issues, including double counting. During discussion at the General Education Committee meeting on December 14, 2007, it became apparent that several issues were confounded under the single ballot question of double counting, which led the General Education Committee to table a vote on the proposed policy while we sought clarification.

Upon further investigation we discovered that all issues related to double counting were explicitly or implicitly resolved by the BFC, and that no further action is required by the General Education Committee. In the following sections, we identify each issue and show how it was addressed by BFC Circular B30-2007. We hope this removes any lingering confusion about double counting among General Education Committee members, and provides some guidance to the Academic Officers of the academic units on campus.

At the outset it is necessary to differentiate between “double listing” and “double counting.” Double listing refers to the approval of a single course by more than one Common Ground Committee. Double counting refers to a student’s use of one course to fulfill multiple graduation requirements. There are two forms of double counting. “Horizontal double counting” refers to the use of one course to satisfy multiple requirements within the General Education curriculum. “Vertical double counting” refers to the use of a course to simultaneously satisfy a General Education requirement and additional requirements within a degree program.

Reading BFC Circular B30-2007 with these distinctions in mind, we conclude that:

Using General Education courses to fulfill individual degree requirements (“vertical double counting”) is allowed, at the discretion of the degree granting unit.

BFC Circular B30-2007 specifically authorizes this in General Guideline #6, which states that: *“Courses approved for general education credit may overlap (double-count) with courses required by individual degree programs.”*

Since each academic unit has the authority to establish requirements for its degree programs, each academic unit must decide whether it will permit vertical double counting, and if so, to what extent, and in which degree programs.

Horizontal double counting (i.e. using a course to fulfill more than one Common Ground requirement) may occur in several ways:

In the Foundations component of the Common Ground Curriculum, double counting is *not* allowed for the Math Modeling requirement.

According to BFC Circular B30-2007: “A course used to satisfy the Math Foundations requirement may not double-count toward the Breadth of Inquiry Natural and Mathematical Sciences requirement.”

In the Foundations component of the Common Ground Curriculum, double counting *may* be allowed for the English Composition requirement, but only with the requisite committee approvals.

According to BFC Circular B30-2007 (amended): “Courses taken under these options, except for English W131, W143, and W170, may, if they are so designated, satisfy more than one General Education requirement.”

Technically, the relevant Common Ground committee could endorse a composition course that is also approved for meeting a Breadth of Inquiry requirement, or vice versa. No composition courses have been approved for Breadth of Inquiry, however, and the academic officers of the College and schools have agreed that no course will be proposed for more than one Common Ground requirement. Should that change in the future any course approved by relevant Common Ground Committees must be endorsed by the full General Education Committee, in compliance with BFC Circular B30-2007.

Double counting is not permitted in the Breadth of Inquiry component of the Common Ground Curriculum.

According to General Guideline #6 listed in BFC Circular B30-2007, “An individual course may satisfy more than one Common Ground-Breadth of Inquiry [or] Common Ground-World Languages and Cultures requirement of the General Education program if that course is approved for the relevant requirements.”

Double counting is not mandated within Breadth of Inquiry, and in fact it would undermine the stated goal of broadening students’ horizons. Academic units, including the major providers of A&H, S&H, and N&M courses, endorse the policy of designating a single area within Breadth of Inquiry for each course that is proposed. In the interest of maintaining consistency, the co-chairs will apply this policy to each course proposed for Breadth of Inquiry, until such time as the General Education Committee rules otherwise.

Double counting is allowed for the World Languages & Cultures component of the Common Ground Curriculum, but only with the requisite committee approvals.

According to General Guideline #6 listed in BFC Circular B30-2007, “An individual course may satisfy more than one Common Ground-Breadth of Inquiry [or] Common Ground-World Languages and Cultures requirement of the General Education program if that course is approved for the relevant requirements.”

Thus, double counting is permitted between Breadth of Inquiry and the second option for meeting the World Languages & Cultures component of General Education. In current practice, this means that one course could partially satisfy a single Breadth of Inquiry requirement and half of the World Languages & Cultures requirement, since no course has been approved for more than two areas. At most students could double count two courses; that is, a student could use two courses that satisfy one area within Breadth of Inquiry as well as the World Cultures requirement. The appendix to this document lists all of the courses that have approved for this form of double counting.

Double listing is implicit in the BFC Guidelines.

Without double listing none of the contemplated forms of horizontal double counting is possible; the fact that double counting is allowed means that double-listing must be permitted, at the discretion of the relevant Common Ground Committees.

Though the many issues related to double listing and double counting have been resolved by BFC Circular B30-2007 or in practice, we recommend that double counting be monitored during the initial years of implementation, and revisited by the General Education committee during 2013 to determine its impact on the curricular experiences of undergraduate students at Indiana University Bloomington.

Barbara A. Bichelmeyer and Russell L. Hanson
April 1, 2008
Revised April 3, 2009

Indiana University Bloomington General Education Co-Chairs' Policy Interpretation

Courses with Variable Topics & Generic Titles

IUB's master catalogue of courses includes many titles that begin "Topics in . . .," "Studies in . . .," "Issues in . . .," "Controversies in . . .," etc. Generic titles like these enable departments to offer classes that vary across instructors and topics. In this way a single course title provides an umbrella for several classes that are more or less related. L104 Lectures in Biology is an example of closely related classes offered under a single course title; each class covers the same principles of biology, but those principles are taught in different contexts by instructors with different specialties. In other cases, a generic title is merely a convenient device for scheduling classes that have little in common, though they serve other curricular functions and provide faculty with opportunities to experiment with new courses.

Classes offered under one generic title carry a specific subtitle, by way of describing what is taught under the course number in any particular semester. Many subtitles are ephemeral; the associated topics come and go with the times and changing composition of the faculty. Other subtitles endure and the associated classes become regular offerings. In principle, such classes could be converted into courses with unique numbers and titles, but it is sometimes more convenient to continue offering them under a generic title, either to avoid a proliferation of course numbers, or because of systemic obstacles to the creation of new courses.

The term "variable topics" is often used to describe a course with a generic title and associated subtitles. That was an accurate description under the old system of scheduling, in which departmental scheduling officers simply replaced the generic title with the appropriate subtitle in each semester a class was offered. With the new Student Information System, however, the generic title is retained along with the appropriate subtitle. It is the subtitle that varies across different iterations of the same generically titled course, and it is the subtitle that is crucial for degree auditing purposes. To keep this clearly in view we should speak of generic course titles and the varying subtitles associated with them, instead of courses with "variable topics."

Some courses with generic titles are appropriate for the Common Ground portion of the General Education Curriculum at IUB. Others will not meet the relevant rubric and must be excluded by the Common Ground committees, just as stand-alone courses are not approved when they do not conform to the relevant rubric. But this determination is more complicated when different subtitles are offered under a single title. Simply put, generic course titles and bulletin descriptions do not provide sufficient information for deciding which subtitles ought to be accepted for General Education.

For this reason, the policy of the General Education Committee, as interpreted by its co-chairs, is that all courses with generic titles should be excluded by Common Ground Committees unless there is clear evidence that every section offered under the same title fulfills the relevant rubric, and that departments are committed to maintaining this constraint on sections offered in the

future. The guiding principle is that all sections offered under the same title must satisfy the relevant rubric for inclusion in the General Education Curriculum.

The rationale for this policy is clear, but a clarification of this policy will provide additional guidance to Common Ground committees reviewing course proposals, and ultimately to academic units that generate proposals in the first place. The clarification builds on the distinction between a generic *course title*, and the *subtitles* it superintends.

A Brief Legislative History

On December 13, 2007 co-chairs Bichelmeyer and Hanson sent a Policy Ballot Background Memo to the full General Education Committee. Among the issues considered was the wisdom of including courses with generic titles in the Common Ground. The co-chairs noted that courses with generic titles and varying subtitles present unique problems for the General Education Curriculum. By their nature, some subtitles under a generic course title might fulfill Gen Ed requirements, while others would not. Furthermore, two classes with different subtitles might fulfill different requirements in the General Education Curriculum, even though they are offered under the same course title and in the same semester. There is also a problem in repeating a course for credit; in different semesters, the same course offered under different class subtitles could fulfill different General Education requirements.

The co-chairs recommended that the General Education Committee adopt a policy declaring courses with generic titles ineligible for the General Education Curriculum. The Committee subsequently voted 26-9 in favor of a policy excluding courses with generic titles, defined as courses with “Topics” in the title. The exclusion applied to all elements of the Common Ground: Foundations, Breadth of Inquiry, and World Languages & Cultures.

On March 5, 2008 co chairs Bichelmeyer and Hanson gave the rule a broader interpretation in response to questions from Common Ground Committees reviewing course proposals. As the co-chairs explained, “Technically, the ballot applied only to courses with titles that include ‘Topics in....,’ but the logic of exclusion applies to similar titles (e.g. ‘Studies in,’ ‘Issues in ...’ ‘Themes in,’ etc.). All courses with such titles should be excluded from consideration by Common Ground Committees unless there is clear evidence that every section offered under the title fulfills the rubric, and that departments are committed to maintaining this constraint on sections offered in the future. The guiding principle is that all sections offered under the same title must satisfy the relevant rubric for inclusion in the General Education Curriculum.”

Thus, the current policy is that departments must create unique course numbers and titles for each topical course being proposed for inclusion in the General Education Curriculum. Alternatively, they may provide evidence that all subtitles offered under the same generic course title share elements that satisfy the relevant Common Ground rubric.

Clarification

Departments retain the option of creating unique course numbers and titles for each topical course, and submitting them for possible inclusion in the General Education curriculum. Each of these uniquely titled courses will be evaluated under the relevant rubric, just as every course with nonvarying titles is reviewed. Assuming they meet the rubric and other conditions, e.g. frequency of offering, such courses will be added to the curriculum.

This option is most useful when some subtitles currently offered under a generic course title are good candidates for General Education, and others are not. In such cases departments may create new, nonvarying titles for each course that satisfies General Education requirements. The generic course title may then be reserved for topical courses that are not appropriate for General Education because they are not regularly offered or for some other reason.

Alternatively, it is now technically possible for IUB's degree auditing software to discriminate between topical classes offered under subtitles that have been approved for General Education, and those which are not part of this curriculum. Departments may therefore propose a subset of classes offered under a generic course title for review, presenting relevant materials for each of the classes in this subset. However, departments need not take the additional step of creating new course numbers and titles for classes they propose for General Education.

When using this option, care must be taken to insure that these courses satisfy certain requirements of the degree auditing software at IUB. In particular, departmental scheduling officers and staff in the Registrar's office must use the correct subtitle number when scheduling these courses.¹ This means departments must use exactly the same subtitle each time they schedule an approved course, and they must include the SIS-assigned subtitle number when including the course in future class schedules. Second, this option applies only to students who take the topics course in Fall 2011 or later. It is important to note that, if these procedures are not followed, students who successfully complete the course in question may not be credited with meeting General Education requirements.

A department may seek blanket approval for all subtitles offered under the same generic title. This is appropriate when all of the subtitled classes "do the same thing, differently" —and "the same thing" satisfies all elements of the relevant Common Ground rubric. Documentation to this effect must be presented to the relevant Common Ground committee for evaluation. If a course meets this requirement, and satisfies other conditions, e.g. frequency of offering, it is eligible for General Education and all of its class subtitles are included in the degree auditing process. That is, a student who successfully completes any of the specific classes offered under the approved course title will meet General Education requirements.

There is one limitation on this process of blanket approval. If a department creates new subtitles that will be offered under a previously approved generic course title, it must explain to the co-chairs how the new course "does the same thing differently" in a way that is consistent with the

¹ In the Student Information System, each class subtitle is assigned a "topic" number. That is the technical term, but we resort to the distinction between titles and subtitles to minimize confusion in this policy clarification.

original basis for obtaining blanket approval. This will insure that all subtitles do the same thing, differently, and conform to the relevant Common Ground rubric.

Here are two ways in which a set of classes do the same thing differently, where the same thing satisfies all elements of the relevant Common Ground rubric:

1. All subtitles offered under a generic course title may present the same principles or concepts in different applications. For example, a generic course might convey essential elements of probability and finite mathematics. In one class this might be done with reference to social and behavioral applications. In another class it might be presented with examples from physics or ecology. Other iterations are conceivable, too, but the point is clear: this set of courses presents the same material, in different contexts. Assuming it met all other conditions, the course and all of its associated subtitles are eligible for General Education.
2. All classes offered under a generic course title may develop the same skill, but in different applications. A course in critical thinking might include subtitled classes that develop skills in different domains of knowledge or experience; the same might be true of courses in ethical decision making, quantitative reasoning, or aesthetic appreciation. So long as all classes offered under the same generic format emphasize the development of the same skill, and that skill fulfills a Common Ground rubric, the course is eligible for General Education.

Barbara A. Bichelmeyer and Russell L. Hanson
February 15, 2009