

To: Department Chairs
From: Stephen Haynes, EPC Chair
Re: Transition to New Curriculum

Since October, 2004 the Educational Program Committee has been engaged in discussions regarding preparations for the new curriculum. These discussions have been guided by three sets of data: 1) materials provided by the Curriculum Implementation Workgroup; 2) the EDC Task Force's final report on the Foundation Requirements; and 3) conversations with the Registrar, Dean and other administrators.

At this point, the committee wishes to communicate what it envisions as the respective roles of departments and the EPC as the faculty prepares for transition to the new curriculum. Having been explicitly charged by the faculty with reviewing majors and minors and courses that will fulfill Foundation Requirements and wanting to help insure that the faculty embraces the spirit of the new curriculum, the EPC requests that departments and programs submit to the committee the following materials:

A. Between now and September 15, 2005: A statement describing the approach the department or program proposes to take in making the transition from hour courses to credit courses, *keeping in mind that whereas currently a typical (3 hour) course comprises roughly 20% of an average student load of 14 hours, under the new curriculum a typical (4 credit) course will comprise 25% of the average student load of 16 credits.* As these statements are received, the EPC will provide feedback and make these statements available to other departments for comparison.

B. Beginning October 15, 2005: Proposals for courses to fulfill Foundation Requirements. In making these submissions, faculty should pay careful attention to the EDC Task Force's final report on Foundation Requirements, which will serve as a guide for EPC deliberations. Proposals should also include a complete course syllabus. Forms describing the proposal process in more detail will be available by August. **N.B.** Courses submitted to the EPC during the 2004-05 academic year have **NOT** been approved to fulfill Foundation Requirements.

C. By December 1, 2005. Proposed requirements for majors and minors under the new curriculum. Due to fundamental changes in the curriculum—viz., changes in the way courses are credited (hour courses to credit courses), changes in the average number of courses taken in a semester, changes in graduation requirements, and changes in the parameters for majors—all majors and minors need to be reconceived. So that students can begin to make wise decisions regarding their coursework, it is necessary that they be informed by early 2006 concerning how majors and minors are likely to be affected by the new curriculum. **N. B.** The EPC is recommending that departmental and interdisciplinary majors require a minimum of 32 credits and a maximum of 64 credits and that, normally, an academic minor require at least 24 credits.