With the advent of the KU Core, the old undergraduate curricular requirements (pre-Fall 2013) of the College are being phased out. However, given that the College is still “teaching” out at least three years of the previous curricula, we will need a mechanism to maintain the organic nature of the old curriculum and to execute an approval process for exceptions to the prior general education requirements. Considering that departments may no longer offer (or they may greatly reduce the frequency of offering) courses with principal and non-western designations, we propose that CUSA consider allowing substitutions on a student petition basis or through departmental nomination.

We propose that Student Academic Services be empowered by CUSA to make substitution determinations based upon specific criteria as approved by CUSA.

Student Petitions

We recommend the following criteria for petitions for substitutions (both would need to be in place for the course to be approved):

1. The petitioned course must follow the spirit of the requirement.
   a. This is demonstrated by the nominating department’s endorsement and student’s narrative.
   b. At no time may a course be approved to meet both a principal course and a non-western requirement for a given student.
   c. No course may count for more than one principal course.
   d. No free-standing laboratory may itself fulfill either the laboratory science requirement or principal course requirement.
   e. Non-western course material must demonstrate at least a 75% emphasis on non-western studies.
   f. A course syllabus must be included with the petition.
2. The student must show evidence of a graduation hardship or scheduling conflict.
   a. Graduation hardship - A student must demonstrate through evidence that not having the course count towards the requirement would unduly and unreasonably affect their ability to graduate in the term desired.
      i. A student enrolled in 12 credits or less in their final semester would NOT be eligible for consideration for a graduation hardship.
   b. Scheduling conflict - A student must demonstrate through evidence that not having a course count towards the requirement would unduly and unreasonably affect their ability to successfully register for a full-time course load in a single semester, OR not
having the course approved would impact a series of requirements resulting in the educational goal achievement being delayed.

Once approved, the course would be allowable for ALL students going forward following the old curriculum.

Appeals to the decision of Student Academic Services would be reviewed by the Curricular Changes Subcommittee of CUSA.

**Departments Wishing to Nominate Courses for Principal or Non-Western Course Designations**

Departments may wish to nominate courses to count towards principal or non-western course requirements independent of specific student situations. In these instances, the department must complete a course nomination narrative for submission to Student Academic Services. The proposal must include the following information: Course Number, Title, Course Description, Number of Credit Hours, Any cross-listings, a syllabus, and a detailed narrative on how the course meets the principal course or non-western requirement. For non-western courses, the syllabus must demonstrate that at least 75% of the course focuses on non-western studies.

In the instance of courses that are not clearly aligned to the principal course definitions, Student Academic Services may submit the nomination for further review by the Curricular Changes Subcommittee of CUSA.