

Policy on Subtitle Required Courses

Senate UK Core Education Committee

Approved: 03/01/2024

The Senate UK Core Education Committee (SUKCEC) no longer accepts any **new** proposals to designate an UK Core area to subtitle required (SR) courses, except HON- and TEK-prefix courses.

Because the Lewis Honors College (LHC) and Transdisciplinary Educational Approaches to Advance Kentucky (TEK) program rely on rotating faculty members across campus with diverse expertise, SR courses are critical in allowing students to meet the UK Core requirements. They will use the following mechanisms to ensure that the syllabi of new subtitle sections align with the UK Core program.

1. All courses taught under the HON- and TEK-prefix will be reviewed within each unit — with an eye for Core compliance alongside other criteria established by each program.

Lewis Honors College: The proposals will be reviewed by the Assistant Dean for Academic Affairs (AD), the Director of Undergraduate Studies (DUS), the Course and Curriculum Committee (CCC), and the Honors College Council (HCC). The process is as follows:

- Faculty must submit a course proposal for any new course section to the DUS and AD, and if it is in a reviewable status, forward it to the CCC.
- The CCC reviews the proposal, and if acceptable, a syllabus is requested.
- The syllabus will then be reviewed by the CCC, and any requested amendments will be made by the faculty.
- Syllabi approved by the CCC are forwarded to the HCC for final approval.
- Once approved, the AD submits all the syllabi of new SR sections to the SUKCEC for review.

TEK: The proposals will be reviewed by the Director, the TEK Curriculum Subcommittee, and the TEK faculty body. The process is as follows:

- Faculty must submit a course proposal for any new course section to the TEK office. Once in a reviewable status, the syllabus is forwarded to the TEK office and CLET staff.
- The TEK staff and CELT staff will ensure the proposed syllabus meets the University Senate requirements, and if acceptable, forward the syllabus to the TEK Curriculum Subcommittee.
- Once feedback from the TEK Curriculum Subcommittee is incorporated, the syllabus is forwarded to the TEK faculty body (governing) for approval.
- Once approved, the TEK Director submits all the syllabi of new SR sections to the SUKCEC for review.

2. The SUKCEC will review all the syllabi of new SR sections of the approved Core courses or the syllabi of new SR courses for approval. If necessary, SUKCEC will request revisions before approving these syllabi.
3. The leadership team of each unit is responsible for maintaining a syllabi bank with updated UK Core SLOs and critical components of design, and they will remind all HON and TEK faculty of the importance of adhering to these as they design and update their courses prior to the start of the semester.
4. Courses assessed by UK Core will also be reviewed by the leadership team of each unit for any issues of non-compliance, and these will be discussed with the faculty member in question to ensure that subsequent iterations of the course do comply.
5. The above processes apply to the following areas of UK Core:

Lewis Honors College	TEK
HON 151. Humanities	TEK 201. Discover Nat/Phy/Mat
HON 152. Nat/Phy/Mat Sciences	TEK 202. Discover Social Sciences
HON 251. Social Sciences	TEK 203. Discover Humanities
HON 252. Arts and Creativity	TEK 204. Discover Arts & Creativity
HON 310. Humanities Proseminar	TEK 205. Discover Comp & Comm I
HON 350. Global Dynamics Proseminar	TEK 206. Discovery Comp & Comm II
HON 360. Community, Culture, & Citizenship Proseminar	TEK 207. Discover Quantitative Foundations
	TEK 208. Discover Statistical Inf Reasoning
	TEK 209. Discover Comm, Culture, & Citz
	TEK 210. Discover Global Dynamics

Approved at the monthly SUKCEC meeting on March 1, 2024.