Frequently Asked Questions About the Core

I want to propose a course for the Core. How do I get started?

Begin by reviewing the applicable area of the Core in the Detroit Mercy Core Curriculum Structure. You may also wish to look at the Official List of Approved Core Curriculum Courses. The CCC also recommends that you review the Submission Form and the Checklist documents. Together, these two documents provide your best guides for what is required for your proposal.

When does the new Core take affect?

Fall 2017. Freshmen entering Fall 2017 will be required to fulfill the new Core. Initially, transfer students will have the choice to follow the old Core or the new Core. This selection will occur after meeting with their academic advisor. However, transfer students entering Fall 2021 and beyond will be required to follow the new Core. Students who started at the University prior to Fall 2017 will follow the old Core.

If I submit a proposal to include a course for the new Core now, when is the earliest it might be approved?

It is always the hope of the CCC and all faculty that, once a course is approved for the Core, it be made available to students as soon as possible. While the Registrar’s Office originally provided the CCC with specific deadlines, we have since been told that there is considerably more flexibility regarding when the Registrar’s Office will be able to allow a newly approved course to count for the Core. All courses which have been approved up until recently have been given the attribute by the Registrar’s Office which will allow those courses to count for the Core effective Fall 2017. For the latest information regarding this timeline, contact corecurriculum@udmercy.edu.

What does the new Core look like? What does the new Core require of students?

Consult Appendix D: Detroit Mercy Outcomes-Based Core Curriculum Structure.

How can I find a list of courses which have been approved for the new Core?

Consult Appendix E: Current List of Approved Core Curriculum Courses.

May I submit a proposal for a new course at the same time I submit a proposal for the course for inclusion in the Core?

No. If you are creating a new course which currently does not exist at Detroit Mercy, you must first submit the new course proposal to the applicable College/School Curriculum Committee (and Dean, if required) which must approve it as a new course. Once
approved, you may then submit the new course—with indication that it has been approved by the applicable College/School Curriculum Committee and Dean—to the CCC Archivist.

**What does the CCC Archivist do with my proposal once s/he receives it?**

The Archivist will review your proposal for completeness—i.e., they will ensure that the proposal and syllabus meet all requirements. If the proposal is complete, the Archivist will send the proposal to the appropriate College/School Curriculum Committee or Integrating Theme (IT) Committee for review. If the proposal is incomplete, it will be returned to you. *The Checklist has been created for authors to ensure that they are submitting complete proposals that fulfill all requirements. The CCC hopes that careful completion of the Checklist will expedite the timeline for the review process.*

**I am submitting a proposal for one of the Knowledge Areas (B-F) which requires that the first two learning objectives for Integrating Theme 1 (IT 1.1 and IT 1.2) must also be fulfilled. Should I place a check next to IT 1 on page 2 of the Submission Form?**

No, the box next to IT1 should be checked *only* if all nine (9) of the Learning Objectives for IT1 are stated and addressed in your proposal.

**Why are we required to consult the Higher Learning Commission document on “Determining Qualified Faculty”?**

The Higher Learning Commission or HLC is Detroit Mercy’s accrediting body so we need to follow its requirements for faculty who teach at the institutions which the HLC accredits.

**I've seen lots of different lists of approved core courses around campus. Is there a place where I can find the most "official" list of new core courses?**

Yes. There is only one official list of approved Core Curriculum Courses, and it can be found right [here](#). Please note that while individual Schools/Colleges/Units may have made other lists available in hard copy or other formats, this is the one and only place where the official list resides. It is updated regularly and kept current by the Core Curriculum Committee.

**My proposal has been rejected. What do I do now?**

Consult directly with the relevant subject matter experts.

**I have a question that is not covered above. Whom should I contact?**

Direct all questions to [corecurriculum@udmercy.edu](mailto:corecurriculum@udmercy.edu).