Policy on Conditional Approval and Appeal Process for select BRICKS components

**Draft June 11, 2021**

OHIO’s General Education curriculum (known as BRICKS) includes nine components restricted to courses approved by the Ohio Department of Higher Education (ODHE) for the Ohio Transfer Module (OTM). Components restricted to OTM-approved courses include:

1. Foundations: Written Communication
2. Foundations: Quantitative Reasoning
3. Pillars: Humanities: Arts
4. Pillars: Humanities: Texts & Contexts
5. Pillars: Social or Behavioral Sciences
6. Pillars: Natural Sciences
7. Arches: Connected World
8. Arches: Constructed World
9. Arches: Natural World

Before submitting for OTM approval, ODHE requires courses be approved for OHIO’s general education by UCC. As such, this policy outlines the *conditional approval* and *appeals* process for courses submitted for BRICKS components limited to courses with OTM approval.

Conditional Approval

BRICKS courses approved by the General Education Committee (GEC) and Individual Course Committee (ICC) requiring OTM approval that have not already obtained OTM approval will be granted *conditional approval* for BRICKS for up one year under the assumption that both conditions will be met:

1. Courses will be submitted to OTM before the OTM deadline immediately following conditional approval; and
2. Courses will be submitted to OTM for approval in the corresponding category associated with the BRICKS component (e.g., courses conditionally approved for Arches: Natural World will be submitted for OTM Natural Sciences approval).

After feedback from the OTM faculty panel, GEC and ICC will review feedback and make the following changes based on OTM status:

1. Courses receiving OTM “Approval” status will be converted to approved by UCC;
2. Course receiving OTM “Intermediate Pending” status will continue to be *conditionally approved* for BRICKS and will have up to one year to resubmit to OTM for approval; or
3. Courses receiving OTM “Disapproved” status will be re-evaluated by the GEC and ICC regarding BRICKS status. The reevaluation will include a review of course information in OCEAN, course materials submitted to OTM, and OTM faculty review panel comments. Based on the review, GEC and ICC will make one of the following recommendations based on the committees’ determination about the likelihood that a rework/resubmission could be successful:
	1. Change BRICKS status to *conditional disapproval*.
	2. Continue BRICKS *conditional approval* to allow for rework/resubmission to OTM.

Courses receiving conditional disapproval will be submitted to UCC to remove conditional approval status unless faculty/department appeals the decision.

Appeal Process

If GEC and ICC recommend *conditional disapproval*, then the department has until the next ICC meeting or three weeks (whichever is longer) to appeal the decision. Appeal documents must include:

* A narrative explaining how the course meets both the BRICKS requirements and the OTM requirements[[1]](#footnote-1)
* Copies of course information from OCEAN
* OTM submission documents
* Sample syllabus

Appeal documents will be reviewed by a panel of three to five faculty appointed by the Chair of UCC. Faculty panel members will be selected based on their expertise in the knowledge/skills in the corresponding area of distribution:

* Arts and Humanities
* Mathematics, Statistics, and Logic
* Social and Behavioral Sciences
* Natural Sciences
* Diversity, Equity, and Inclusion

The Chair of UCC will also appoint one ad-hoc (non-voting) member from GEC or ICC to serve as the UCC advisor to the panel.

Faculty panels will review the materials and recommend one of the following based on a two-thirds majority vote:

1. *Approval* for BRICKS as an exception to the OTM-approval requirement for the component.
2. *Conditional Approval* for BRICKS pending a rework/resubmission to OTM.
3. *Disapproval* for BRICKS.

Faculty panel recommendations will be submitted to GEC and ICC. Following this, ICC will submit recommendations to UCC at the next UCC meeting for a full UCC vote.

Courses that have been disapproved through the appeal process will be removed from BRICKS. If appropriate, disapproved courses may submit for approval for another BRICKS component.

1. It is the responsibility of the faculty/department to make a clear, convincing argument that the course should be approved for BRICKS based on the merits of the course in terms of (1) full achievement of BRICKS component guidelines and learning outcomes and (2) reasonable alignment with OTM guidelines and learning outcomes. [↑](#footnote-ref-1)