

Proposing an Area F Course

Each course must meet the following requirements to fulfill the AB1460 Ethnic Studies GE Requirement as stated in Executive Order 1100: CSU General Education Breadth Requirements:

- Must fulfill a minimum of three out of the five core competencies.
- Must meet GEAR Program Learning Outcome: #12.
- Shall have an Ethnic Studies course prefix.
- Shall be housed within (CRGS or NAS) dept. where course is listed.

1

Meet with the CRGS or NAS Chair to Discuss Proposed Course:

At Humboldt State University Ethnic Studies disciplines are housed in two departments: Critical Race, Gender, and Sexuality Studies (Ethnic Studies Major Concentration and Minor) and Native American Studies.

Courses originating from a department outside of CRGS/NAS must be cross listed with CRGS/NAS per EO1100. Cross-listed courses proposed to the ICC are collaborative proposals and thus coordination between the departments is required prior to proposal of the course to the ICC as outlined.

Submit to (CRGS/NAS) Dept. Chair for review:

- **Cover letter:** explaining the course for consideration, specifically evidencing how the course meets the standards of Ethnic Studies, why the faculty member is interested in teaching Ethnic Studies, how they incorporate Ethnic Studies pedagogy in their classroom, and how their discipline-specific field (i.e., English, History, Philosophy, etc.) will be de-centered.
- **Full syllabus** (including weekly readings and assignments).
- **A short 2-pg. CV** highlighting how the faculty member's teaching and research areas have interfaced with at least one of the traditional Ethnic Studies academic fields (i.e., African American/Black Studies; Asian American & Pacific Islander Studies; Native American and Indigenous Studies; Chicanx and Latinx Studies).

2

Course Review:

3

- CRGS or NAS Department Chair will propose course to Department Curriculum Committee.
- If the course is approved by CRGS or NAS Curriculum Committee, proposing faculty member will submit the course to Curriculog.

Curriculog Submission:

- Include a Memorandum of Understanding between the home department of the faculty member and the Ethnic Studies Department, reviewed and approved CAHSS Dean and, as needed, other Deans. The MOU should note if the course will solely be listed under an ES or NAS designation (as required by AB1460), and/or also cross listed with the home department, if it will meet other major requirements, and that the proposing faculty's home department is willing to work in partnership with Ethnic Studies department and support the proposing faculty member to submit the course for listing in the ES or NAS Department.
- Once all documents are uploaded the CRGS or NAS Department Chair will provide an Ethnic Studies or NAS Course Prefix number for the course and will review and approve the course proposal via Curriculog.
- The proposal will then be reviewed by GEAR and the ICC following the procedure outlined in the ICC bylaws.