Minutes of the Meeting
The minutes of the December 11, 2012 meeting were approved as distributed.

City Scholars Program
The motion regarding the City Scholars Program was approved as amended. The City Scholars Program motion is identical to the Global Scholars Program (amended from Global Fellows) and amendments made to this motion will also be applied to Global Scholars. Sara Weigle, Chair of CAP, will send out the motion for review and will let Admission and Standards members know if CAP has any questions.

Effective for students on the 2013-2014 Catalog

Motion:
At graduation, students who pass earn a grade of “B” or better in five 3000-4000 courses with a cities perspectives (C) designation will be recognized as City Scholars.

To be eligible to be a City Scholar, students must have an overall GPA of 3.0 when they become juniors. (Students who are juniors when they first enroll at GSU must have a transfer GPA of 3.0.) In addition, City Scholars must have an overall GPA of 3.0 at graduation.

At least two of these five courses must be outside the discipline of the student’s major. However, in cases, where a major gives credit for 3000-4000 courses outside its discipline, those courses count as being outside the discipline of the student’s major. For example, the pre-law concentration of the major in philosophy (PHIL) allows students to meet some of the requirements of the PHIL major with courses other than those with the PHIL prefix. For example some courses with HIST or POLS prefixes count towards the PHIL major. For the purposes the City Scholars program, the courses with HIST and POLS prefixes are outside the discipline of the student’s major.

All departments are strongly encouraged to designate appropriate courses as “C” courses. The C designation must be approved by the Dean of the college offering the course and then by the Undergraduate Council of CAP. Courses with a C designation are designed to help students develop competence in urban issues and thus help them to become leaders in understanding the complex challenges of cities and in developing effective solutions to those challenges.

City courses at GSU are ones that meet one or more of the following criteria:

1. Have as a substantial focus the historical, geographical, social, cultural, economic,
environmental, political, policy & planning, and/or design dimensions of city life.

2. Provide students with hands-on experience in addressing or investigating problems or opportunities inherent in city life.

Competence in urban issues is defined as “the skills, knowledge, and awareness that enhance the ability to understand and address the problems and possibilities of cities.”

Skills
- Analytical skills: the ability to analyze and synthesize comparative and diverse information about cities with sound judgment
- Communication skills: the ability to communicate with diverse audiences and with people from different backgrounds and learning styles
- Organizational skills: the ability to recognize diverse contributing partners and find ways to integrate other disciplines toward a constructive end

Knowledge
- Recognition of the complex interconnectedness of cities in urban systems
- Ability to think critically about the complex challenges posed by the city as a creative force in society

Awareness
- Interest in new and different thoughts, ideas, and perspectives; curiosity; adaptability; flexibility in ambiguous or unique situations
- Appreciation of and respect for differences and diversity, coupled with a developed sense of openness, empathy, and concern
- Advocacy for effective solutions that contribute to livable communities and sustainable cities

Rationale:
Goal 4 of GSU’s Strategic Plan calls on GSU to be “a leader in understanding the complex challenges of cities and developing effective solutions.” This motion is part of the effort to highlight the many ways that GSU’s curriculum focuses on cities and to encourage GSU students to become leaders in understanding the challenges faced by cities and in developing solutions to those challenges.

The 3.0 GPA requirement ensures that student who are struggling to graduate do not burden themselves with extra courses in an attempt to earn the City Scholar recognition.

The requirement is that at least two of the courses be outside the major represents GSU’s commitment to interdisciplinary.

Revision to Core Curriculum Transfer Guidelines
Carolyn Cohen presented the proposed revisions to the Core Curriculum Transfer Guidelines. Carol will make revision discussed. The Committee on Admissions will have an opportunity to review and the proposal will be considered again at the next meeting.

Proposed Revisions to the Core Curriculum Transfer Guidelines 2/21/2013
The core curriculum must be completed as specified in the Georgia State University Catalog for students taking all their course work at Georgia State. See catalog editions section of the catalog for information about which catalog a student must follow.

**Blanket Completion of the Core**

Three groups of students will be given blanket completion of the core.

1. A student who has completed all core requirements at a University System of Georgia (USG) school will be considered to have completed core areas A-E and the CT/US/GL requirements.
2. A student who has earned a transferable associate’s degree from a USG school (non-system associate’s not recognized) will be considered to have completed core areas A-E and the CT/US/GL requirements.
3. A student who has earned a bachelor’s degree from a regionally accredited institution will be considered to have completed core areas A-E and the CT/US/GL requirements.

It is possible to complete the US requirement but not complete the legislative requirements. For example, a student who has earned a bachelor’s degree from a regionally accredited institution in another state will not have completed the legislative requirements.

**University System of Georgia Transfers**

Students successfully completing a course in an USG institution’s Areas A-E will receive credit for all hours earned in that course somewhere in GSU’s Areas A-E as long as

(a) the course is within the Area hours limitations of either the sending institution OR GSU and

(b) the student does not change from a non-science major to a science major.

This rule is absolute, it is not a guideline. (Completion/non-completion of a core area at the sending institution is no longer relevant for transfer credit.)

To the extent possible, courses will be kept in the same area in which they were earned. However, in some cases a student will have excess hours in an area. Two principles should guide the use of excess hours:

1. Courses will be credited so that the courses the student took fit as well as possible with the GSU core areas. For example, if a student has excess hours in Area E that are in a language course, those hours will go into Area C3.
2. Credit will be maximized so that the number of additional courses a student must take in order to complete the core or to complete the CT/US/GL and legislative requirements is kept to a minimum. For example, if a student has excess hours in any area but has not completed the legislative requirements, the hours will be used in Area E1 as a last resort so that the student will complete E1 at Georgia State and fulfill the legislative requirements.

Beyond these two principles, the following guidelines will be followed for the use of excess hours in an area:

* Area A1: Use in Area C.
* Area A2: Use in Area D.
* Area B: Use in Area that best matches the intent of the course (for example, a history course would be used in Area E)
* Area C: Use in Area E
* Area D: Use in Area A2
* Area E: Use in Area C
For excess hours beyond those covered above, see the notes regarding each USG institution below.

**Non-System Transfers**
Transfer credit from non-system schools may be used in the core curriculum as it fills the intent of the requirement. For instance, a generic course that fills the intent of the requirement but does not necessarily equate to a course taught and/or used in the core at GSU may be used to fill the requirement. An example is the use of a humanities course (HUM 2099) to fill a requirement in Area C, even though it does not equate to a GSU course. Please be advised that prefixes that mimic core curriculum courses do not always have the same intent and content of a core course.

**CT/US/GL and Legislative Requirements**
Students transferring from a USG institutions with the any of the CT/US/GL or legislative requirements fulfilled have completed GSU’s CT/US/GL or legislative requirements. Students transferring from USG or non-USG institutions who do not show completion of the CT/US/GL or legislative requirements on their transcripts, may still have completed some or all of these requirements if they have course work that meets the spirit of these requirements at GSU.

**Preserving Categories and Disciplines**
For all transfers it is not necessary to preserve categories or use different disciplines under each core area, only to preserve the intent of the area. An example in the case of categories is the use of an introductory sociology course (SOCI) and an introductory psychology course (PSYC) in Area E instead of requiring that the student take one social science elective and one course from HIST 1111, HIST1112, POLS 2401 or ECON 2100 the Global section. An example in the case of disciplines is the use of two literature courses in Area C.

**Upper-Division Credit in the Core**
If the relevant department agrees that a 3000-4000 course covers the same skills as a core course (presumably at a higher level) that 3000-4000 course may be put into the core. This rule applies to both native and transfer students. However, any 3000-4000 course put into the core does not count toward the upper-division requirements of any major or minor.
A 3000-4000 level course taken at GSU that is used in the core still counts towards the academic residency requirements. For this reason, a 3000-4000 level course transferred to GSU and used in the core could be “moved down” to the 1000-2000 but a 3000-4000 level course taken at GSU and used in the core will be left at the 3000-4000 level.

**Petition Process**
A petition process for students wanting to request alterations in their core curriculum is available. The student should complete the Student Advisement Center Petition Policy Review form and leave it in the Student University Advisement Center. The student will be notified when a decision has been made.
Courses Taken on a Quarter System Within USG
Students who have taken courses within USG on a quarter system are considered transition students and guidelines may be different for using the quarter system courses in a semester program.
All transfers = system and non-system transfer students
USG = System school

Discussion: Got silly rules
Please send George Rainbolt about any silly rules that should be gotten rid of or changed.

Recorder: Wanda F. Taylor