UB Curriculum Policy Document

General education, broadly defined, is an integral component of a student's degree program. The major and general education coursework constitute a single, whole curriculum of study for every student. All students are required to complete the general education requirements in effect at the time of admission or readmission to UB (whichever is most recent).

Table of Contents

Transition between General Education Programs

In the transition from the general education program that was in effect from 2002 to the start of the UB Curriculum in Fall 2016, provisions were made to ensure all students may complete all of the general education requirements specified in their catalog year. For AY 16-17, seats were offered to meet the following pre-UB Curriculum general education requirements: Composition (ENG 101-201) and World Civilizations (UGC 111-112). Course substitutions have been identified to meet the following pre-UB Curriculum general education requirements.

Table I: Pre-UB Curriculum General Education Requirements

General Education Requirement*	Additional Courses to meet requirement	Effective for courses taken in term and beyond
Mathematical Sciences	Any UBC Math and Quantitative Reasoning course	Fall 2016
World Civilization I	Any SUNY approved course that satisfies Other World Civilization	Fall 2017
World Civilization II	Any SUNY approved course that satisfies Western Civilization	Fall 2017

Natural Science	UBC Scientific Literacy and Inquiry Sequence	Any
American Pluralism	Any UBC Diversity Learning course	Fall 2016
Depth	Any UBC Math and Quantitative Reasoning or Scientific Literacy and Inquiry course	Fall 2016

UB Curriculum requirements may not be substituted in place of previous General Education program requirements for students who completed those courses prior to the dates above. For instance, if SOC 101 was taken prior to Fall 2016, it may not be applied toward American Pluralism.

Students who entered prior to Fall 2016 received multiple targeted communications with respect to completing their general education program requirements. Students were informed of the date through which particular courses would be offered and what the course substitution are provided thereafter.

Completion for Reentering Students

If a student returns to UB with a bachelor's degree from an accredited US college or recognized foreign institution, he or she will be placed in a subsequent degree program and therefore will not be required to complete any additional UB general education course requirements. All other reentering students, including former MFC students and students finishing their degrees in absentia, will adhere to the general education program that is active at the time of their reentry. The following procedures will be followed:

1. Any transfer coursework completed since the student's time at UB will be reviewed and applied to the student's degree requirements per transfer articulation rules and SUNY General Education Transcript Addendum (GETA) policies.
    a. Prior UB coursework will be reviewed and applied to the student's degree requirements where applicable.

2. Reentering students may be allowed to graduate under the general education program in effect during their previous entry to UB if one of the two following conditions has been met. They may do so by submitting a UB Curriculum and General Education Graduation Requirement Petition form.
    a. If a student's previous catalog year is 2002-2015, and his/her course requirements for the UB General Education program that was in place at the time of his/her previous entry had already been completed when s/he was last enrolled at UB, he or she may graduate with the original general education requirements.
    b. If a student's previous catalog year was 2002-2015, and s/he was within 3 courses of completion of the previous general education course requirements when s/he was last enrolled at UB, s/he may complete the remaining courses and graduate with the previous general education program.

3. Students finishing their degrees in absentia who meet one of the above conditions do not need to apply for reentry to UB.

Course Substitution

1. Reentering students may petition for previous coursework to count toward the UB Curriculum requirements by submitting a [UB Curriculum and General Education Graduation Requirement Petition](#) form. The following guidelines will be used for consideration:
    a. Reentering students whose initial catalog year pre-dates 2002 will adhere to the general education program that is active at the time of their reentry regardless of the number of courses completed.
        i. Academic advisors should review the student's previous coursework using the [UB Curriculum Petition for pre-2002 Reentry Students](#) for potential application to the UB Curriculum via course substitution.
    b. If the student completed 45 credits or more of coursework (either transfer or UB credits), s/he may complete the 1 credit UB Seminar in lieu of the 3 credit UB Seminar. Students who have less than 45 credits but completed one of the following courses prior to Fall 2016 may also take the 1-credit UB Seminar: CAS 101, CPM 101, CPM 203, EAS 140, HON 102, UBE 101, UBE 102 (Leadership House section only), UE 101, UE 140 or UE 141.
2. In consultation with Accessibility Resources, it has been determined that the UB Curriculum is a universally accessible program, and therefore no course substitutions should be necessary to accommodate students with disabilities.

3. When a student has taken a course that does not normally meet a UB Curriculum requirement due to the incorrect advice of a University at Buffalo academic advisor or faculty member, a course substitution may be made using a [UB Curriculum and General Education Graduation Requirement Petition](#) form.
    a. A letter from the academic advisor or faculty member that indicates that there was misadvisement must be attached.
    b. The lead advisor for the academic unit or faculty member's unit must approve the substitution and sign the form.

Courses valid for inclusion in the UB Curriculum

To qualify as an approved UB Curriculum course, all learning outcomes particular to the relevant component must be met. A single course can count toward both a UB Curriculum requirement and a major, minor, or certificate requirement. A single course cannot count toward more than one UB Curriculum requirement, with one allowance: a course can count toward both the Diversity Learning requirement and any other UB Curriculum requirement (e.g., a Pathway course, UB Seminar, SLI, MQR or CL2).

1. Courses approved for the UB Curriculum will be approved at the course level (not the section level); all offerings of the course must meet the applicable learning outcomes.

2. Only courses approved for permanent cross-list may be used in the UB Curriculum with the following exceptions:
    a. UB Seminars may not be cross-listed

3. Tutorial, internship, independent study, undergraduate teaching, experiential learning, and other courses not based on classroom experiences may not be used to meet UB Curriculum

requirements. (Courses in these categories are *typically* numbered: lower-level 296, 298, 299 and upper-level 494, 495, 496, 497, 498 or 499)

4. Topical courses, including those courses titled "Special Topics" are not viable UB Curriculum courses. This also includes any broadly titled course whose learning outcomes vary from semester-to-semester.

5. Test credit may be used to meet UB Curriculum requirements through direct articulation only.

6. Departments wishing to include graduate-level courses (those numbered 500 and above) in the UB Curriculum are encouraged to dual-list courses (with an undergraduate course number) they would like considered for inclusion. Exceptions will be considered on a case-by-case basis.

Enrollment Capacities

Regardless of mode of instruction, the section sizes indicated for Pathway courses, SLI and MQR in the Course Development Guidelines document should be considered a recommendation, not a requirement. For the Pathway courses, the resource model was based on an assumption of course capacities of 220, 90 and 35 for course one, two and three, respectively.

Section sizes will be determined by department chairs in consultation with their dean and taking into consideration classroom availability, scheduling, etc.

The UB Seminars, however, should be scheduled as seminar type classes of ideally 26-28 students. A variance to this format may be considered by the General Education Steering Committee for programs which demonstrate an effective alternative format that successfully addresses all of the learning outcomes and includes small group work with faculty contact.

All courses that satisfy a UB Curriculum requirement and are open to all students, with the exception of UB Seminars, shall be scheduled with a waitlist. This will allow departments to maximize enrollment, understand student demand and support advisement efforts.

Grading

Courses must be letter graded to satisfy a UB Curriculum requirement with the exception of study abroad courses taken through a non-UB Study Abroad program, and international transfer credit, as these grades are posted to the UB transcript as pass/fail only.

1. A student must complete each component of the program with a passing grade. A student who fails a course intended to satisfy a UB Curriculum requirement must either repeat the course or take and pass another course in its place. In such instances, the grade replacement policy will be applied.

2. If a student fails the UB Seminar (198 or 199) and then repeats it in a different department, the repeat rule will be applied. While the topic of the UB Seminars will change, the learning outcomes do not.

Transfer Students

Transfer students will be defined using the same definition used for Admissions purposes: students with 12 or more credits completed after graduation from high school. The HUB admit type "transfer" will continue to be used to identify transfer students. The HUB student group "1TFR" will also continue to be added to these students' records as well as the X45 student group for those transfer students with 45 or more credits to ensure proper placement in the UB Seminar.

Application of Transfer Coursework

Approved transfer course articulations (as listed in TAURUS) that map to a course approved for a UB Curriculum course will fulfill the requirement. 3 credit hour transfer courses may count towards a requirement for which the UB course is 4 credits. Trimester courses with a UB credit count of 2.6 or more can be applied to the Pathways.

For entering students, a SUNY GETA will be accepted as meeting the relevant UB Curriculum requirement, regardless of the direct course it articulates to at UB. The GETA will supersede the direct course articulation to maintain compliance with SUNY Seamless Transfer. GETAs will be applied if they are earned prior to matriculation at the University at Buffalo. For reentering students, GETAs will be applied if they are earned during the break in attendance. GETAs earned by native UB students during the time of their enrollment at UB will not be applied; only direct course articulation will apply in such circumstances.   This includes (but is not limited to) GETAs earned at other institutions via cross registration or during summer or winter sessions of an academic year during which the student is an active UB student.

Table II: The following table illustrates how requirements can be fulfilled by transfer and test credit

UBC Requirement	Met by an incoming GETA (see qualification above)?	Met by transfer credit?	Met by test credit?
UB Seminar	No	No	No
Communication Literacy I	Basic Communication	Yes: Per direct articulation	Yes: Per direct articulation
Communication Literacy II	No	Yes: Per direct articulation	No
Math and Quantitative Reasoning	Mathematics	Yes: Per direct articulation	Yes: Per direct articulation
Scientific Literacy and Inquiry Sequence	Natural Sciences GETA can satisfy course 1 in sequence. The other course in the sequence must satisfy all of the Scientific Literacy and Inquiry (SLI) Learning Outcomes (any SLI approved lecture except PAS 113 or ARC 352).	Yes: Per direct articulation	Yes: Per direct articulation
Thematic Pathway	2 of 3 courses can be met by: American History, Other World Civ, Social Sciences, Humanities, Arts or Western Civilization; 1 of 3 courses must be UB course or articulated course (expect frequent petitions and generic articulation to a given track)	Yes: Individual courses can be met by direct articulation	Yes: Individual courses can be met by direct articulation

Global Pathway			
Global Reflection Track	2 of 3 courses can be met by: American History, Other World Civ, Social Sciences, Humanities, Arts, Western Civilization, or Foreign Language; 1 of 3 courses must be UB course or articulated course (expect frequent petitions and generic articulation to a given track)	Yes: Individual courses can be met by direct articulation	Yes: Individual courses can be met by direct articulation
Language and Culture Track	No, Individual courses may be met by direct articulation.	Yes: Individual courses can be met by direct articulation	Yes: Individual courses can be met by direct articulation
International Experience Track	No	Yes: Individual courses can be met by direct articulation or petition	No
Diversity Learning	No	Yes: Per direct articulation	Yes: Per direct articulation
UB Capstone	No	No	No

1. Generic course articulations (e.g., HIS999TR equivalent to HUM UB Area) will be used for non-SUNY students and will be applied in a similar manner as GETAs for SUNY transfer credit.
     a. Generic course articulations to any language department course will be given HUM UB Area. Students may petition to receive LANG UB Area with proper evidence the course was taught in the language of study.
2. To fulfill UBC requirements, transfer courses should be submitted via TAURUS for direct articulation to approved UB Curriculum courses (which the Office of the Registrar will route to academic departments) or, when appropriate, generic placeholders for UBC requirements and UB Areas (which the Office of the Registrar will route to the UBC office).

Fulfillment of SUNY General Education Requirements (GERs)

The following table illustrates the specific GETAs a UB student will receive if they transfer to another SUNY institution.

Table III: SUNY GERs

UBC Requirement	GETA fulfilled for UB students transferring elsewhere?
UB Seminar	None
Communication Literacy I	Basic Communication
Communication Literacy II	None
Math and Quantitative Reasoning	Mathematics
Scientific Literacy and Inquiry Sequence	Natural Sciences
Thematic Pathway	Yes, depending on course attribute
Global Pathway	

Global Reflections Track	Yes, depending on course attribute
Language and Culture Track	Yes, depending on course attribute
International Experience Track	Yes, depending on course attribute
Diversity Learning	Yes, depending on course attribute
UB Capstone	None

Modes of Course Delivery

There are no specific parameters or restrictions around modes of course delivery (including online, digital access, team teaching, etc). It is the purview of the faculty to develop and present new modes of delivery for each component of the program as they see pedagogically fit. Faculty are welcome to propose courses around alternate modes of instructional delivery and submit them for consideration of the relevant sub-committee. As long as the learning outcomes are met and the spirit of the program upheld, innovation is encouraged. UB Seminars typically will not be taught online in the first instance, with the exception of winter/summer terms or if a program is taught fully online.

Scheduling

All UB Curriculum classes should be scheduled during standard class times, which will be defined by the Office of the Registrar and the Instructional Facilities Space Utilization Sub-Committee. In order to support timely degree completion, departments should also consider the times and locations of other required courses typically taken in the same semester. Waitlists may not be utilized for UB Seminars.

UB Curriculum Components

UB Seminars

The UB Seminar program is designed to be exploratory in nature, and courses should be structured around a big idea in the discipline. UB Seminars will ideally be taught by ladder faculty within their area of specialty. The committee will periodically review seminars to ensure that this feature of the program is upheld as fully as possible.

UB Seminars will be offered in two versions—198 (1 credit) and 199 (3 credits). Every department that offers undergraduate courses can offer a UB Seminar except those affiliated with the Office of the Provost, President, or Student Affairs. Exceptions will be reviewed on a case-by-case basis.

All first-time freshmen (regardless of credit), all international students transferring from a foreign institution (regardless of credits) and domestic transfer students with less than 45 credits will be required to take the 3-credit version. All others will take the 1-credit version.

Completion of the UB Seminar

a. All matriculated students will be required to take their UB Seminar in their first semester of enrollment regardless of their full or part-time status. Non-degree seeking students are not eligible to enroll in a UB Seminar, this includes 60+ and Visiting students.

b. Queries will be run to ensure all first- semester undergraduates have a UB Seminar in their enrollment. Those who do not will be told they must select one by a set date and failure to do so will result in the UB Curriculum office enrolling the student in any

available/open section. UB Seminars will be set-up as "drop by permission" to disallow a student from deregistering themselves.

c. Students must complete the course with a passing grade to fulfill the requirement.

    i. Students with a passing grade may not repeat the course. ii.   Students who fail will be subject to the course enrollment control policy and required to take the course in a summer or winter session unless (through approved petition) sufficient capacity exists in a given fall or spring semester.

d. Students who fail or resign their UB Seminar in their first semester must complete it within one year of their start at UB

    i. All UBS faculty will be required to submit progress reports and mid-term grades. The UB Curriculum office will run the mid-term report and outreach will be made to any student in jeopardy of failing the course.

UB Seminars and the major or minor

e. Departments should not offer sections geared toward majors and different sections targeted to non-majors.

f. UB Seminar sections may not be restricted to majors only or offered as a requirement for the major or minor. A variance may be requested for programs which provide direct admission to the major for entering freshmen and transfers and are constrained by a high number of required credits or licensure requirements.

g. UB Seminars may not hold any pre-requisite or be listed as a pre-requisite to another course except the UB Curriculum Capstone.

h. Students only need to complete and pass one UB Seminar, irrespective of major change.

UB Seminars and transfer students

i. Credit hours completed and in progress at the time of application will determine the UB Seminar for which a transfer student must enroll (1 or 3 credit version). Credit received from AP exams does not count towards the 45+ placement.

j. The AAR will be coded so that students identified as needing the 1-credit course will only be shown this option on their AAR and vice versa for 3 credit version/students.

k. Student Groups are applied as appropriate and used to restrict enrollment in the respective 1 and 3 credit UB Seminars.

    i. Students entering UB with 45 or more transfer credits from a US institution (includes International Students transferring from a domestic institution) will enroll in a 1 credit UB Seminar

        • Students with an approved EAS 140 equivalent, regardless of credits are eligible to enroll in a 198 section.

    ii. Students entering UB with less than 45 transfer credits will enroll in a 3 credit UB Seminar (excludes AP, test credit, etc.)

    iii. International students transferring from international institutions regardless of the number of transfer credits will enroll in the 3 credit UB Seminar.

l. The learning outcomes for the UB Seminars include UB specific information so there will be no direct articulations for 198 or 199. In exceptional circumstances, petitions may be considered.

Communication Literacy

Students complete a two-course sequence to satisfy the Communication Literacy requirement: Communication Literacy I and II. Communication Literacy I is a pre-requisite to Communication Literacy II. Communication Literacy I or ENG 105 is typically completed in a student's first year. The second course in the sequence is ideally taken in the junior year and will be offered by departments across the institution primarily at the 300-level.

Placement
a. Students will be coded to ensure that they can only enroll in the appropriate writing course – English 101 (phase-out course) or 105 (Communication Literacy I).
b. Students who earn an AP English Language and Composition score of 4 or 5 will receive articulated exam credit for ENG 105 and move directly to Communication Literacy II. Students entering with a SAT verbal score of at least 610, new SAT RT sub score of at least 33 or ACT English score of at least 27 are considered to have met the learning outcomes for Communication Literacy I and therefore will have met the pre-requisite for Communication Literacy II.
    i. Re-entry students who have successfully completed ENG 102 will receive credit for CL2 and have met CL1 through their SAT score of 610 or higher. Those students with SAT verbal scores of 580, 590, or 600 will have an exception placed on their record to fulfill CL1 based on previous SAT placement thresholds.
c. TOEFL and IELTS threshold scores determine whether a student should enroll in ENG 100, a credit-bearing preparatory course, first before moving into ENG 105. Students whose TOEFL/IELTS scores meet the minimums may also be placed into a section of ENG 105 taught by ELI faculty with specialized instruction.

Table IV: TOEFL and IELTS Score Placement

ENG 100		ENG 105 "Z" sections (taught by ESL Pgm)		ENG 105 (sections taught by ENG)
TOEFL (TOTI) < 85		TOEFL (TOTI) = 85 – 90 AND READI and WRITI = 22 – 24		TOEFL (TOTI) > 95 AND READI and WRITI > 25
TOEFL READI <22 and/or WRITI <	↔		↔	
IELTS (ITOT) ≤ 7.0		IELTS (ITOT) = 7.5		IELTS > 7.5 AND
IELTS IREAD ≤ 7.0 and/or IWRIT ≤				Students who choose / prefer

d. Students required to complete the UB Curriculum will complete the Communication Literacy sequence based on the placement chart provided on the UB Curriculum website: https://catalog.buffalo.edu/policies/writing_placement.html

e. Students needing to complete the general education program in place prior fall 2016 may substitute the communication literacy courses for the prior composition requirement based on the placement chart on the UB Curriculum website: https://buffalo.edu/ubcurriculum/advisor-resources_new.html#writing-placement

Communication Literacy II and the major

a. CL2 is a UB Curriculum requirement, not a major requirement. Departments are **not required** to propose or offer CL2 courses as part of their majors. That said, all departments are invited to propose CL2 courses that are requirements for their majors, electives for their majors, or available to students across the university. Students in majors that do not have a required CL2 course will be able to choose from a range of options to meet this requirement including Professional Writing, Technical Writing, Science Writing, Writing in the Social Sciences, and Writing in the Art and Humanities. As UB develops a "writing in the disciplines" culture, it is hoped over time a growing number of departments will offer CL2 courses.

Communication Literacy II delivery

a. Units may propose various methods of delivery, though proposals should clearly and persuasively make clear how the learning outcomes will be met and assessed. Lecturing about writing is not encouraged, although a variety of innovative practices might be utilized that could include flipped classrooms, clickers, small group work, inclass writing and other pedagogies that allow for greater student engagement. The Center for Excellence in Writing and the Center for Educational Innovation can provide resources for developing these kinds of innovation.

Communication Literacy II content

b. *For the initial implementation in Fall 2016 only*: the requirement of 5000 words of formal writing for CL2 courses may be revised for all course proposals with the inclusion of a written justification explaining how the proposers envision delivering effective learning outcomes absent the 5000 word limit. Each approved CL2 course will be "provisionally certified" for three years from the semester of first offering. At the end of three years, all previously approved CL2 courses will need to be re-certified, at which time, each course will be required to meet the promulgated requirements with no exceptions.

Communication Literacy and the repeat rule

a. If a student has completed ENG 101, the repeat rule will apply if they enroll in ENG 105 as the second taking.
b. If a student wishes to repeat a Communication Literacy II course, the repeat rules will only apply if they enroll in the same CL2 course (identical department and course number).
c. Students changing majors may have to complete a second CL2 course if they are seeking a major for which a specific CL2 is a requirement.
d. Any ENG CL2 course will replace grade and credit previously earned for ENG 201 by petition only.

Math and Quantitative Reasoning (MQR)

To qualify for the Math and Quantitative Reasoning requirement, a course must be submitted for review, will be assessed against and must meet all of the learning outcomes, including courses that

satisfy the current Math General Education requirement. All courses eligible for review should go beyond the level of basic algebra.

Scientific Literacy and Inquiry (SLI)

To qualify for the Scientific Literacy and Inquiry requirement, a course or sequence of courses must be submitted for review and it will be assessed against and must meet all of the established learning outcomes, including courses that satisfy the current Natural Sciences general education requirement. Scientific Literacy and Inquiry may be proposed as a series of courses, which taken together will satisfy all of the learning outcomes, or as standalone courses that independently satisfy all of the learning outcomes. In either case, a student must take a minimum of two courses totaling at least 7 credits, including a lab component.

Transfer coursework and SLI
 c. 1 course in the SLI sequence may be met by a Natural Sciences GETA but must be paired with one of the courses that meets all SLI learning outcomes as outlined in the Course Catalog. Refer to the transfer articulation chart on pg. 6.

Diversity Learning

Any department that previously taught UGC 211 wishing to continue to offer this content will need to propose a new course created under a department prefix and go through the normal course proposal and review process. Departmental cognates approved for the current American Pluralism general education requirement will need to be submitted to the Diversity Learning sub-committee to be reviewed for inclusion in the new program as meeting the Diversity Learning requirement.

Pathways

There are two Integrative Pathways comprised of a minimum of 9 credits each: the Global Pathway and the Thematic Pathway. Within each Pathway students then choose a Track. Thematic Pathway Tracks include Health, Humanity, Justice, Environment and Innovation. Global Pathway Tracks include Global Reflections, Language and Culture and International Experience. The subset of courses within a Track is called a Topic from which a student will select their individual Path. Students will use the online Path Finder tool to select their individual Path.

Students will select one course from each list of courses: Course 1 (typically 220 seats) – 1 or 2 courses; Course 2 (typically 90 seats) – approx. 2-5 courses; Course 3 (typically 35 seats) – approximately 15 courses. Language and Culture tracks may be comprised of 2 courses of 5 credits each. Topics will have a title and description to assist students in Pathway selection.

UB Areas
 a. UB Areas were created using the SUNY GER knowledge areas not already covered in the Foundations courses of the UB Curriculum. The SUNY GER of Other World Civilizations, Western Civilizations and American History were combined to make the Civilization and History UB Area. The remaining UB Areas correspond directly to the relevant SUNY GER.

b. When completing the Pathways, students must complete four of the UB Areas, which include: Civilization and History, Humanities, Social Sciences, Arts and Languages. Students must complete two courses in different UB Areas in each Pathway. The third course in each Pathway can be from any UB Area or a course not associated with a UB Area.

c. In each Pathway, there will be a sufficient number courses approved so that students can flow through the program and not have degree completion delayed by one course not being offered in a given semester.

d. Students may fulfill their UB Areas with any two of the three courses. For example, a student could take one Pathway that is HUM, SS, and No UB Area; and the other that is HUM, CIV/HIS, and ARTS.

e. All UB undergraduate courses that were approved as part of the former general education program have a corresponding approved SUNY GER. These designations were made at a departmental, not course level. For instance, undergraduate Anthropology courses are approved as meeting the Social Sciences SUNY GER, undergraduate Media Study courses are approved as meeting the Arts SUNY GER and Philosophy undergraduate courses are approved as meeting the Humanities SUNY GER.

   i. Any new courses that are added to the catalog will need to go through the regular course approval process, which will include a review for UB Areas/SUNY GERs. Any existing courses wishing to fulfill an additional SUNY GER must make such a request through the Gen Ed approval process (see procedure for requesting an additional SUNY GER).

   ii. A course cannot meet more than one HIST/CIV GER (OWC, WC or AH). A department must select the GER that is the most applicable. Otherwise, departments are encouraged to submit courses for more than one UB Area/GER designation.

   iii. Test credit may be used only where a direct articulation to a Pathways course exists. The corresponding UB Area of that articulated course will be given.

f. If a course is designated as fulfilling more than one SUNY GER/UB Area, it will only satisfy one of the SUNY GER/UB Areas for that given student.

Courses that may comprise a single Pathway

a. A Pathway may not be comprised of a single subject (meaning course subject prefix, not department) with the exception of the Language and Culture Track of the Global Pathway. In all other instances, two of the three possible courses may come from the same subject provided that within the Pathway at least two different UB Areas are met.

b. A Pathway may include a STEM course. However, specific STEM courses approved for the Scientific Literacy & Inquiry requirement are not eligible for inclusion in the Pathways.

c. Communication Literacy 2 and MQR- approved courses are not eligible for inclusion in the Pathways.

Path Finder Tool

d. There is a public facing view of the Path Finder Tool and one that is linked to an individual student's record. Faculty are able to view Pathway options via the public Path Finder tool.

e. Students are encouraged to indicate which courses they intend to take to fulfill their Pathway early in their career, via the Path Finder tool. Students have the ability to easily make a change to their selection, should they change their mind.

f. If the student selects a particular Pathway but fulfills a different one, the requirement would still be met. (For example, student indicates they will study abroad, but before doing so, s/he completes three courses that are within the Global Reflections Track). Students must save this alternate Pathway in their Path Finder tool.

g. If Pathways become inactive, they will be considered inactive for all students regardless of their catalog year. The Pathway will no longer appear in the Path Finder Tool. Students who have already selected that Pathway in the Path Finder Tool (and the HUB Academic Advisement Report) will be able to complete the inactivated Pathway. Changes to courses within an inactivated topic must be made manually through the UB Curriculum office and cannot be made by the student in the Path Finder tool.

 i. Other students wishing to complete an inactive Pathway may submit a request for an exception, which will be reviewed for course availability and impact on timely graduation.

h. As Pathways are approved, any student may take them (even those who started their program at UB prior to approval of that particular Pathway).

Thematic Pathway

i. A course may be eligible for inclusion in more than one Theme and in more than one Pathway.

Global Pathway

a. The Language and Culture Track must be completed in a single language. Aside from the Language and Culture Track, the other two Global Pathway Tracks may include a semester of language study. Language courses at the 101 or 102/104 levels satisfy the Languages and Humanities UB Area.

b. International students will not be waived nor receive credit for competency from any Track of the Global Pathway. This Pathway represents an important global and cross-cultural learning opportunity for both international and domestic students.

c. Students pursuing the International Experience Track (IET) will need to have their track pre-approved to ensure that two UB Areas (different from those pursued in the Thematic Pathway) will be met.

d. As with all other Pathway tracks, two courses of the International Experience Track must satisfy two different UB Areas (and differ from the ones in a student's Thematic Pathway). A minimum of 3 credits need to be taken abroad to be categorized in the IET. Any course taken abroad does not have to include 'global' content. The experience in it of itself gives the student the global piece. If study abroad coursework is paired with UB classes, the content of the UB classes must be from the Global Reflections and/or Language and Culture tracks.

Transfer courses and the Pathways

a. For specific information on transfer coursework applying to the Pathways refer to the Application of Transfer Coursework chart on pg. 5. All applicable transfer courses that do not coincide with a direct articulation to a Pathway course will appear in the

> Path Finder tool as "wildcards", such that the UB Area can be counted where it appears in List 1 and List 2.
> b. [The UB Curriculum Transfer Articulation Change Form](#) is needed in some instances where SUNY GETAs from transfer coursework are not appearing in the Path Finder tool. A description of these unusual SUNY GETA situations can be found on the form.

UB Capstone

Students are not eligible to enroll in UBC 399 until they have completed all components of the UB Curriculum or are concurrently enrolled in any remaining UBC courses. The UB Curriculum office will monitor student's requirements to ensure all who are enrolled are eligible and will deregister any student who is not eligible.

Grading
a. The UB Curriculum Capstone is letter graded. Students must complete the Capstone with a passing grade to fulfill the requirement.
b. Only students who earn a failing grade may repeat the UB Capstone
c. Students who repeat UBC 399 will be subject to the University's repeat policies

TA assignments
d. TA assignments will be administered by the UB Curriculum office

UB Capstone and Departmental Capstones
e. It is possible for a department to list the 399 UB Curriculum capstone course as a co-requisite, but the UB Curriculum office and the department will need to work collaboratively to find mutually supported models of delivery.

Program Assessment

Approved courses will be reviewed every three years as the program component is assessed to ensure ongoing quality and adherence to promulgated learning outcomes. The assessment sub-committee will make recommendations about the policy and procedure surrounding assessment of the UB Curriculum to the Steering Committee.

1. A library of all UB Curriculum syllabi will be held in the UB Curriculum office and updated syllabi will be required according to the timeline established by the Assessment sub-committee.
2. A faculty member will need to submit a new syllabus any time s/he is offering a UB Seminar that differs from the original seminar that was approved.