Office of Assessment

HUNTER

How to Submit Courses for Hunter Core Requirement

What is the Hunter Core Requirement?

The Hunter Core Requirement (HCR) is a set of courses across many disciplinary boundaries in humanities, social sciences, the natural sciences, the arts, and in foreign language. The HCR is meant to provide students with opportunities to master skills in writing, quantitative reasoning, scientific reasoning, and critical thinking. The Hunter Core is composed of two parts: The Required Core and the Flexible Core. Each part is further separated into categories each having a set of learning objectives.

* The Required Core: English Composition, Mathematical and Quantitative Reasoning, and Life and Physical Sciences

* The Flexible Core: World Cultures and Global Issues, US Experience in its Diversity, Creative Expressions, Individual and Society, and Scientific World

For more information on the Hunter Core Requirement visit the Hunter College Senate website.

What do I do to get my course counted?

1. Download the appropriate form

Choose which category your course fits into and download the form for the appropriate category. (Links to each form can be found at the end of this document.)

2. Fill out the form, paying special attention to your learning outcomes

Student learning outcomes clarify what students will be expected to know and do by the end of the course. They specify a specific action that faculty can both observe and measure (avoid "demonstrate" and "understand"). You can write student learning outcomes by completing the following sentence: "At the end of this course, students should be able to…"

For example, at the end of this course, students should be able to **discuss** the biological, environmental, and cultural influences on human development.

For more information on writing learning outcomes, please refer to the Office of Assessment website.

Each Hunter Core Requirement has its own set of learning outcomes. In order for your course to be considered, you must demonstrate how the HCR learning outcomes will be assessed in your course through your assignments.

When filling out the form, fill the blank column on the left with the assignments that assess the HCR learning outcomes on the right (see below).

Description of your assignment

HCR Learning Outcome

Learning Outcomes

In the left column explain the assignments and course activities that will address the learning outcomes in the right column.

B. U.S. Experience in its Diversity A Flexible Core course must meet the three learning outcomes in the right column.	
Students will participate in a group project creating a wiki about two ethnic groups in the U.S. Students will be required to gather, interpret and assess information from a variety of published and online sources about the history, family organization, social problems, and cultural strengths of these ethnic groups.	• Gather, interpret, and assess information from a variety of sources and points of view.
Class discussions will focus on different ethnic groups in the U.S. analyzing different theories of the ethnic experience and influence on the U.S. Students will be required to post arguments to on Blackboard comparing and contrasting these various theories.	• Evaluate evidence and arguments critically or analytically.
Students will write two extensive essays based on class readings where they are required to develop conclusions supported by evidence from the literature.	• Produce well-reasoned written or oral arguments using evidence to support conclusions.

A course in this area (II.B) must meet at least three of the additional learning outcomes in the right column. A student will:

For the Required Core, you must address all of the learning outcomes listed. For the Flexible Core, you must address the first three universal learning outcomes and three of the additional five or six category-related options.

3. Prepare your syllabus

When preparing your syllabus, remember that the stated HCR learning outcomes do not replace your course learning outcomes. Please refer to the stated HCR learning outcomes for your category on your syllabus.

Remember that there should be some evidence in the syllabus detailing how the outcomes will be assessed. This could best be captured in a course map.

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A course map shows which assignments (or parts of assignments) you will use as direct evidence for student learning outcomes. To create a course map in this instance, create a chart that lists the HCR learning outcome in one column, your associated course learning outcomes in the next column, and which exams, papers, or activities will address each outcome in the final column.

HCR Learning Outcome	Course Learning Outcome	Assessment
HCR LO #1	LO #1	Assignment
HCR LO #2	LO #2	Assignment
……	……	…….

For more information on writing course maps, please refer to the Office of Assessment website.

4. Format and submit

Submit your syllabus for each course as either a PDF file or as a Word file. The syllabus must not be over 5 pages and should conform to the Hunter syllabus standard.

When submitting your courses, use the following format for file names: Abbreviation for the category, followed by Department/Program abbreviation and course number plus "Form" or "syll." For example, Political Science 110 for US Experience in its Diversity = USEPOLSC110Form

Submit all forms electronically to Lara Miranda at lmiran@hunter.cuny.edu.

Required Core Forms

English Composition (ECo)

Mathematical and Quantitative Reasoning (MaQ)

Life and Physical Sciences (LiPs)

Flexible Core Forms

World Cultures and Global Issues (WoC)

U.S Experience in its Diversity (USE)

Creative Expression (CrE)

Individual and Society (InS)

Scientific World (SWo)

Sample Course Submissions:

∗ US Experience in its Diversity

∗ World Cultures and Global Issues

*This document has been adapted from "Guidelines for Submitting Courses for Senate Review for Inclusion in Hunter's Submissions to the CUNY Common Core Course Review Committees."