



MEMORANDUM

To: Julio Frenk, President

From: Tomás A. Salerno
Chair, Faculty Senate

Date: January 31, 2019 * REVISED April 24, 2019

Subject: Faculty Senate Legislation #2018-38(C) – *Faculty Manual* Revision of Charge of the University Curriculum Committee, Section B4.14, a Standing Committee of the Faculty Senate

The Faculty Senate, at its April 17, 2019 meeting voted unanimously to revised the proposal previously approved at the January 30, 2019 meeting as shown.

Purpose: The Faculty Senate's University Curriculum Committee (UCC) has considered the Committee's current mandate as detailed under Section B4.14 of the *Faculty Manual*. The Committee has concluded that the current mandate in Section B4.14 does not accurately reflect the current duties and responsibilities of the Committee. A revised mandate is proposed. Specific responsibilities added to the Committee mandate are: (1) review proposals for new undergraduate degrees, majors, minors, and certificates prior to their referral to the Faculty Senate, (2) review substantive changes to existing undergraduate curricula, (3) review and approve new and modified cognates and cognate designations, and (4) recommend university-wide policies relating to undergraduate programs. The revised Committee charge requires that the Committee meet at least three times during each of the fall and spring semesters. The responsibility of the Committee to review new undergraduate courses is removed, since this is done at the school/college level. With the aforementioned changes, the activities of the University Curriculum Committee will provide improved support to the Faculty Senate, and to the undergraduate programs at the University.

Current language in the *Faculty Manual*:

BEGIN TEXT

B4.14 The UNIVERSITY CURRICULUM COMMITTEE evaluates curricular changes that duplicate or parallel offerings in different schools. Each school council or curriculum committee shall notify the University Curriculum Committee of any new undergraduate courses. When the Committee determines that a course appears either to conflict with an established course elsewhere in the University or to raise some other serious academic concern, the Committee shall notify and consult with interested schools and departments. Unresolved conflicts shall be referred to the Faculty Senate. The Committee also sets standards for the exemption of required courses and for the certification of courses and course sections that will satisfy the various General Education Requirements. It also reviews and certifies the specific courses and course

sections that will satisfy the various requirements. The Committee shall include at least one representative from each undergraduate school. Members of the Committee shall serve staggered three-year terms. A representative from the Richter Library and the Senior Vice Provost and Dean of Undergraduate Education shall be *ex officio* non-voting members. The Committee shall make an annual report to the Faculty Senate on its activities as well as on curricular developments within the University. At least every five years the Committee shall conduct a review of the General Education Requirements and recommend to the Senate whatever changes may be appropriate.

END TEXT

Proposed Language in underline/~~strikeout~~ format:

BEGIN TEXT

B4.14 The UNIVERSITY CURRICULUM COMMITTEE evaluates ~~curricular~~ all substantive changes that duplicate or parallel offerings in different schools in the undergraduate curriculum. Each school council or curriculum committee shall notify the University Curriculum Committee of any new undergraduate courses. Proposals for new undergraduate degrees, majors, minors, and certificates must be reviewed by the Committee prior to their referral to the Faculty Senate. New cognates and cognate designations, any modifications to a cognate, and any changes to the cognate designation of a major or minor must be approved by the Committee before implementation. The Committee is also responsible for recommending university-wide policies relating to undergraduate programs. The Committee will meet at least three times during each fall and spring semester. When the Committee determines that a ~~course~~ curricular change appears either to conflict with an established ~~course~~ program elsewhere in the University or to raise some other serious academic concern, the Committee shall notify and consult with interested schools and departments. Unresolved conflicts shall be referred to the Faculty Senate. The Committee also sets standards for the exemption of required courses and for the certification of courses and course sections that will satisfy the various General Education Requirements. It also reviews and certifies the specific courses and course sections that will satisfy the various requirements. The Committee shall include at least one representative from each undergraduate school. Members of the Committee shall serve staggered three-year terms. A representative from the Richter Library, the Senior Vice Provost and Dean of Undergraduate Education, and a member of the General Welfare Committee shall be *ex officio* non-voting members. The Committee shall make an annual report to the Faculty Senate on its activities as well as on curricular developments within the University. At least every five years the Committee shall conduct a review of the General Education Requirements and recommend to the Senate whatever changes may be appropriate.


END TEXT

This legislation is now forwarded to you for your action.

TAS/rh

cc: Jeffrey Duerk, Provost and Executive Vice President for Academic Affairs
William S. Green, Sr. Vice Provost and Dean, Undergraduate Education
All Undergraduate Academic Deans
David Chin, Committee Chair, University Curriculum Committee

CAPSULE: Legislation #2018-38(C) – *Faculty Manual* Revision of Charge of the University Curriculum Committee, a Standing Committee of the Faculty Senate

APPROVED:  DATE: 5/9/19
(President's Signature)

OFFICE OR INDIVIDUAL TO IMPLEMENT: Faculty Senate

EFFECTIVE DATE OF LEGISLATION: IMMEDIATELY
(pending any additional approval by the Board of Trustees)

NOT APPROVED AND REFERRED TO: _____

REMARKS (IF NOT APPROVED): _____