

Academic Affairs Manual

University Curriculum Committee (UCC)

(Supersedes PM 96-07)

OVERVIEW

University curriculum will be reviewed and approved by the University Curriculum Committee (UCC). UCC will be composed of approximately fourteen (14) members, including the Chair.

CHARGE

The University Curriculum Committee, which reports to the Provost and Vice President for Academic Affairs, has the following responsibilities:

- Review and recommend approval or disapproval of new, modified, or deleted programs and courses;
- Review and recommend action on appeals of college curriculum related decisions;
- Review and recommend action on proposals returned to originating unit for revisions or additional information by off-campus approval bodies;
- Identify curricular policy issues to be referred to the Educational Policies Committee of the Academic Senate;
- Prepare an annual report for the Academic Senate and the Provost and Vice President for Academic Affairs.

PANEL MEMBERSHIP

The membership of UCC shall be comprised as follows:

Voting Members

- 1 Academic Senate appointment
- 1 Faculty member from each college, elected by the college
- 1 Instructional dean
- 1 University Library representative
- 1 Student representative

(see page 2)

Approved: Allen A. Mori

Date: 4-8-05

Voting Members (*cont.*)

- General Education Committee, chair or designee
- Educational Policies Committee, chair or designee
- Graduate Council, chair or designee
- Program Review Panel, chair or designee
- University Student Learning Outcomes Assessment Committee, chair or designee

Ex-officio (non-voting) Members

- Graduate Dean
- Undergraduate Dean
- University Registrar
- Staff Member – Academic Programs
- Staff support provided by Office of Academic Programs

Terms of Service

To maintain continuity in decision making, all terms of service will be staggered and members will serve for a period of two academic years. The Committee will elect its own chair annually.

Frequency of Meetings

The Committee will meet the second and fourth Wednesday each academic year. The first meeting of the fall term will commence in September and the first meeting of the spring term will commence in February.

Evaluation

The Committee will prepare a written annual report on its activities and make recommendations based on its experience. The annual report will be submitted to the Chair of the Academic Senate and to the Provost and Vice President for Academic Affairs.