Resolution 2017-2018-2 Faculty Senate Bylaw Change, Undergraduate Policy and Curriculum and Undergraduate Course Review Committees

Whereas, the duties and responsibilities of the Undergraduate Policy and Curriculum and Undergraduate Course Review committees have not been updated to reflect university organizational or process changes since 2010; and

Whereas, the College of Undergraduate Studies would like to modify the duties and responsibilities to clearly reflect the committees duties and responsibilities; therefore

BE IT RESOLVED that the Bylaws of the Faculty Constitution be amended as follows:

1. Undergraduate Policy and Curriculum Committee
   a. Duties and Responsibilities.
      i. To study, review, and provide recommendations on undergraduate academic policies, instruction, and standards.
      ii. To study, review, and provide recommendations on university-wide undergraduate degree requirements, including the General Education Program (GEP), foreign language requirements or proficiency, admission standards, instruction, and baccalaureate academic honors.
      iii. To study and review recommendations from the University Common Program Oversight Committee on changes to the General Education Program and to transmit recommendations to the Faculty Senate vice provost for Teaching and Learning and dean of the College of Undergraduate Studies for approval.
      iv. To review and make recommendations on all proposals for planning and implementation of new undergraduate degree programs, minors, and elimination of existing programs that will be submitted by the committee to the Office of Academic Affairs prior to submission to the Board of Trustees for final approval.
      v. To review the university program review reports and make recommendations on any policy or curriculum changes that might appear warranted based on the program review.
      v. To review and make recommendations on all proposals for revisions to existing degree programs, and certificates.
      vi. To review and make recommendations on the allocation of the Equipment Fee to the vice provost for Teaching and Learning and dean of the College of Undergraduate Studies, who submits his/her recommendations to the provost and executive vice president.
      vii. To transmit its recommendations to the vice provost for Teaching and Learning and dean of the College of Undergraduate Studies, who submits his/her recommendations to the provost and executive vice president. The committee may also make recommendations to the Steering Committee of the Faculty Senate.
2. **Undergraduate Course Review Committee**

   a. Duties and Responsibilities.

   i. To review all undergraduate course additions, revisions or deletions, and special topics course requests and transmit its recommendations to the vice provost for Teaching and Learning and dean of the College of Undergraduate Studies *(or designee)* for approval. The vice provost for Teaching and Learning and dean of the College of Undergraduate Studies will inform the Undergraduate Policy and Curriculum Committee of any related mandated curricular changes.

   ii. To review recommendations from the Undergraduate Common Program Oversight Committee regarding course proposals related to the General Education Program.

   iii. To make recommendations on the allocation of the Materials and Supplies Fee to the vice provost for Teaching and Learning and dean of the College of Undergraduate Studies, who submits his/her recommendations to the provost and executive vice president.

*Approved by the Faculty Senate Steering Committee on August 17, 2017.*

*Approved by the Faculty Senate on November 16, 2017.*