

May 13, 2020

To: Faculty Senate

From: Susan Ginley, Chair, Undergraduate Curriculum Committee

RE: 2019-20 Annual Report to Faculty Senate

Chair: Susan Ginley (SpHr)

Members: Ingrid Anderson (C&I), Errin Beck (IELP), Peter Chaillé (PA), Jeff Gerwing (ESM), Courtney Hanson (GS), John Hellermann (Ling), Hillary Hyde (SSW), Shirley Jackson (BSt), Andrew Rice (Ph), Lee Shaker (Comm), Wanying (Eva) Shi, Andrew Tolmach (CS), Anwyn Willette (Mus), Kerry Wu (Lib), Belinda Zeidler (SPH)

Consultants: Andreen Morris (OAA), Pam Wagner (RO)

Charge of the Undergraduate Curriculum Committee

This committee shall consist of six Faculty members from the College of Liberal Arts and Sciences (two from each of its divisions); one Faculty member from each of the other divisions; and two students. Consultants shall include the following or their representatives: the Provost, the principal administrative officer with oversight of undergraduate studies, and a member of the Office of Institutional Research & Planning. The Committee shall:

- 1) Make recommendations, in light of existing policies and traditions, to the Senate concerning the approval of all new courses and undergraduate programs referred to it by divisional curriculum or other committees.
- 2) Coordinate with the Graduate Council to bring forward recommendations to the Senate regarding new proposals for and changes to 400/500-level courses so that decisions regarding both undergraduate and graduate credits can be made at the same Senate meeting.
- 3) Make recommendations to the Senate concerning substantive changes to existing programs and courses referred to it by other committees.
- 4) Review, at its own initiative or at the request of appropriate individuals or faculty committees, existing undergraduate programs and courses with regard to quality and emphasis. Suggest needed undergraduate program and course changes to the various divisions and departments.
- 5) Develop and recommend policies concerning curriculum at the University.
- 6) Act, in all matters pertaining to policy, in liaison with the chairpersons of appropriate committees.
- 7) Suggest and refer to the Senate, after consideration by the Academic Requirements Committee, modifications in the undergraduate degree requirements.
- 8) Advise the Senate concerning credit values of undergraduate courses.
- 9) Report on its activities at least once each year to the Senate, including a list of programs and courses reviewed and approved.

Curricular Proposals Reviewed

In the 2019-20 academic year the committee will have convened 13 times, on the dates shown below, to review program and course proposals and to discuss additional issues related to the charge of the committee.

Meeting Dates

| Fall 2019 | Winter 2020 | Spring 2020 |
|------------|-------------|-------------|
| 10/7/2019 | 1/13/2020 | 4/13/2020 |
| 10/28/2019 | 1/27/2020 | 4/27/2020 |
| 11/18/2019 | 2/10/2020 | 5/11/2020 |
| 12/9/2019 | 2/24/2020 | 6/8/2020 |
| | 3/9/2020 | |

Number of Courses and Programs Reviewed

| Type of Proposal | Number Reviewed |
|------------------------------|-----------------|
| New Degree Programs | 2 |
| New Certificate Programs | 7 |
| New Minor | 1 |
| Changes to Existing Programs | 22 |
| Elimination of Programs | 1 |
| New Courses | 63 |
| Changes to Existing Courses | 132 |
| Drop Courses | 41 |

Additional Activities Related to the Committee's Charge

1. Worked with the OAA Curriculum Coordinator to create FAQs and a checklist for completing curricular proposals.
2. Reviewed suggested changes to the curricular proposal forms.
3. Working with the Graduate Council on drafting a memo on the importance of diversity and inclusion in the curriculum development process.