

University Policy Advisory Committee Policy & Procedure Review

Title:	Jurisdiction for Curriculum Matters
Date Submitted:	03.08.24
Submitted by (Individual):	Andrea Eklund
Department:	Faculty Senate
Division:	President
Policy Number:	CWUP 5-50-010 being changed to CWUP 5-50-020
Procedure Number:	

New Revision

The policy or procedure has been formatted to be consistent with CWUP standards.

The policy and/or procedure change has a budget impact. Yes No

(If yes, please attach a spread sheet that provides an analysis of the impact.)

Consultation and Review			
Please indicate consultation completed in the preparation of your proposed policy or procedure, including the name of the individual or groups consulted, the date of the consultation, and any written feedback/recommendations from the group consulted.			
Date	No Budget Impact	Date	Budget Impact
2.08.24	Curriculum Committee		Issue-area stakeholders
03.06.24	Faculty Senate		Affected budget authority
03.26.24	Provost's Council		PBAC
	ELT		Provost's Council
	UPAC		Cabinet
			UPAC

Summary of policy/procedure content and Impact:

The curriculum committee proposes to move the Definition of Curriculum Terms section from its current place at CWUP 5-50-020 to CWUP 5-50-010. In this move, it will trade places with Jurisdiction for Curriculum Matters (currently CWUP 5-50-010, but moving to CWUP 5-50-020). Complimentary changes are also being made to procedures such that definition procedures are in CWUR 2-50-010 and jurisdiction procedures are in CWUR 2-50-020.

The curriculum committee has cleaned up the formatting in the Definition of Curriculum Terms part of policy (currently CWUP 5-50-020, but proposed to move to CWUP 5-50-010). We have also moved two items (numbers (17) and (18)) out of policy and placed them in the complimentary section of procedures (will be CWUR 2-50-010). Part of our review was also to ensure definitions were arranged in alphabetical order.

The policy language in Jurisdiction for Curriculum Matters (currently CWUP 5-50-010, but proposed to move to CWUP 5-50-020) was reorganized to provide a better flow (and to move away from alphabetical ordering). Language was added to describe the responsibility of the Faculty Senate ADI committee with regards to curriculum. The section discussing the Board of Trustees was revised to clarify that they approve new major degrees, graduate degrees, and degree types. The section on Governance was edited so that the Office of the Provost is not required to be part of answering any and all curriculum policy questions that arise from curriculum proposals. Finally, office names were updated and formatted using consistent capitalization.

Itemization of changes (revision documents):

The curriculum committee was charged (CC23-24.04) with updating the Jurisdiction for Curriculum Matters section of policy based on feedback from Provost's Council. The revisions described above update and clarify existing policy language and include new language to describe the responsibilities of the ADI committee with regards to curriculum.

Faculty senators provided feedback during the January 10 Faculty Senate meeting that they wished to see policy structured such that definitions come first. To meet that request, the curriculum committee proposes to move the Definition of Curriculum Terms section from its current place at CWUP 5-50-020 to CWUP 5-50-010. Since the curriculum committee is proposing to move the Definition of Curriculum terms segment of policy, the committee also took this opportunity to update it and unify its formatting.

CWUP 5-50-~~010-020~~ Jurisdiction for Curriculum Matters

~~(41) Faculty. The teaching faculty collectively is the major force governing the curriculum of the university.~~

~~(42) Academic Departments - Departments have the responsibility to develop specific courses and programs and to initiate course/program changes.~~

~~(3) Teacher Education Executive Council. The Teacher Certification Program is administered through CEPS and the teacher education executive council. The provost/vice president for academic and student life in collaboration with CEPS dean appoints faculty to serve on the teacher education advisory council (which advises the teacher education executive council on program policies.~~

~~(4) Faculty. The teaching faculty collectively is the major force governing the curriculum of the university.~~

~~(53) Faculty Senate - The faculty senate acts on recommendations made by the faculty senate curriculum committee (FSCC) for:~~

~~(A) All curriculum policies, including revisions to, CWUP 5-50, and policy recommendations from university committees and offices concerned with the curriculum (e.g., General Education Committee, teacher education executive council, School of Education, Graduate Council, Career Services, Office of the Registrar -services, Deans', associate provost's and provost's offices, Office of the Provost).~~

~~(B) New programs, masters, new-minors, new-certificates, or new-specializations, and master's degrees. within existing programs.~~

~~(C) Programs-Majors which exceed upper credit limits or changes to existing programs that extend the number of credits required beyond the upper credit limits previously approved by the Faculty Senate. However, changes to existing programs-majors that decrease or do not change the number of required credits do not require Faculty Senate approval. Bachelor of Arts approved for 75 credits. Bachelor of Science approved for 110 credits.~~

~~(D) Final approval for general education changes.~~

~~(E) Faculty Senate is informed of program deletions.~~

~~(64) FSCC reports and makes recommendations to the faculty senate concerning the following:~~

~~(A) The FSCC has supervisory authority to review and make recommendations on all curricular and program proposals presented to it for academic integrity, and intellectual quality, the clarity of course and program descriptions, inclusion of student learning outcomes and assessment plan.~~

~~(B) The committee screens curriculum proposals to assure their compliance with CWU Policies.~~

~~(C) The FSCC screens department/program catalog information to ensure its clarity, accuracy, and compliance with CWU Policies.~~

~~(D) The FSCC is responsible for keeping CWUP 5-50 up to date. It is Revisions are approved by the Faculty Senate and the University Policy Advisory Council (UPAC).~~

~~(75) General Education Committee - (See CWUP 5-100). The General Education Committee reports to the faculty senate and makes recommendations to the Faculty Senate on general education requirements.~~

~~(36) Teacher Education Executive Council. The Teacher Certification Program is administered through CEPS and the teacher education executive council. The provost/vice president for academic and student life in collaboration with CEPS dean appoints faculty to serve on the teacher education advisory council (which advises the teacher education executive council on program policies. The Director of the School of Education approves all teacher education proposals.~~

(8) Graduate Council - The Ggraduate Council reviews all program proposals and revisions for graduate study and the Dean for Ggraduate Studies reviews all course proposals or changes which are numbered 500 and above.

(29) Board of Trustees. The Board approves all ~~new program~~ proposals for new major degrees, graduate degrees, and degree types after they have ~~been~~ completed internal review.

(910) Governance - Whenever questions of curriculum policy arise from curriculum proposals, the FSCC ~~and the provost or the provost's designee~~ should be consulted. Whenever questions or concerns of an administrative nature arise, the ~~provost or provost's designee or appropriate deans~~ Office of the Provost should be consulted.

[Responsibility: Faculty Senate; Authority: Provost/ Executive VP for Academic Affairs; Reviewed/Endorsed by Provost's Council 08/09/2016, 03/26/24; Cabinet/UPAC; Review/Effective Date: 10/21/2016; 4/17/2019; Approved by: James L. Gaudino, President]