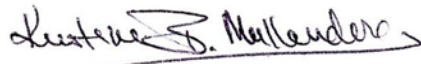




University Academic Senate
Executive Committee of the Senate
Kristine Mullendore, Chair 2009-10
Lawrence Burns, Vice Chair 2009-10

Memorandum

TO: D. Robert Adams, Chair University Curriculum Committee

FROM: Kristine Mullendore, Chair, ECS/UAS


SUBJECT: Agenda for 2009-10

DATE: August 20, 2009

CC: Gayle Davis, Provost
ECS Members
UCC Members
GES Members
Unit Head Mathematics & Writing

At its retreat in May the Executive Committee of UAS agreed that we should continue to offer some guidance to the standing committees as they embark upon another academic year. This assistance is intended to support the ongoing work of the members of each committee as they identify and prioritize agenda items for the upcoming academic year.

Attached for your reference is the section from the Faculty Handbook which outlines the regular responsibilities of your standing committee. In attending to these regular duties, ECS would like you, as time permits, to address the following matters:

- 1) Work with all departments/units to review the time-to-graduation of students in their programs and report on these findings to UAS. For undergraduate program review, particular attention should be given to the total number of credits required by each program in relationship to the 120 minimum credits required for the award a baccalaureate degree. When reviewing certification programs or majors that require credit totals substantially greater than 120, consideration should also be given to whether parts of these programs should be post-graduate.
- 2) Examine University course requirements including clarifying their status, objectives, future, and purview along with how student success under these requirements is assessed. In other words clarify the purpose of each requirement, articulate goals that can be used to assess whether or not that purpose is being effectively served by the requirement, determine who should have assessment responsibility, and clarify the role served by remedial (097, 098, and 099) courses [LB1], Basic Skills, General Education, SWS, and Cognate requirements at the University.
- 3) Work [LB2] with the GES as necessary to review the Basic Skills requirements at Grand Valley. This should [LB3] include the identification of the role of these Basic Skills requirements in consultation with the respective units and considering such things as enrollment data, peer and aspirant institutional practices, and the goals and objectives of General education at Grand Valley.
- 4) Part of the review of the remedial (097, 098, and 099) courses requirements in consultation with the respective units and considering such things as enrollment data, peer and aspirant institutional practices, and the goals and objectives of General education at Grand Valley might warrant

reconsideration of their original purpose. It is unclear as to how course outcomes and goals are currently assessed. The UCC is respectfully requested to provide guidance regarding these issues.

- 5) Continue working with the Graduate Council and any task force created to assist in the development of policies for the review of proposal's to deliver on-line graduate programs and courses..
- 6) Continue working with the Graduate Council for the consideration of the formation and introduction of a graduate-level university curriculum committee.
- 7) Work with the General Education Subcommittee (GES) to determine whether the university would be better served if GES were a standing committee/advisory committee reporting directly to UAS rather than a UCC subcommittee. Please respond to GES concerns expressed in its April 2008 report to the UAS that as a subcommittee it might be "lacking [the] authority, and perhaps the influence to achieve what the program needs to accomplish." Please explore alternate models that UCC would supports as a viable system providing the checks-and-balances currently served by having GES report to UCC (see also GES 2007-08 YE and GES 2008-09 YE Report(s) on this point).
- 8) UCC should continue its leadership role in the University's transition to the use of electronic processes in support of curriculum development and implementation. This role includes identifying and resolving any software or hardware problems. UCC should also address the issues created by application of the current approval process to interdisciplinary courses and develop a system solution to address the interests necessarily implicated. UCC should continue to advise the administration in ensuring that appropriate educational and technical support is provided to the university community as it is impacted by this transition.
- 9) Grand Valley has steadily increased the number of programs available to students with many departments offering more than one degree in the same major department. Students' requests to pursue double degrees within the same major department have increased. It has been University policy that this is not allowed except with approval by the Provost. This circumstance appears to raise several questions: Should GV grant double degrees in one major department, and if so, what current criteria would need to be updated? What are the curricular implications of such a policy including processes for institutionalizing this option, making it the purview of Unit heads, and furthermore, should there be an appeal process for students if requests for double degrees within the same major department are denied?

Thanks for all the work you do on this important committee.

i. University Curriculum Committee (UCC)

- i. Faculty Membership: Faculty membership of the UCC consists of seven members from the College of Liberal Arts and Sciences, one from each of the remaining colleges, one from the University Libraries, and one from the General Education Subcommittee. The term of membership is two years. Terms of those from colleges with two or more members are staggered.
- ii. Student Membership: One student representative selected by the Student Senate for a term of one year.
- iii. Administration Membership: One representative from the Graduate Council ex officio, non-voting and the Provost or designee ex officio, non-voting.
- iv. Responsibilities: The UCC is responsible for a wide range of curriculum matters at GVSU; its responsibilities include, but are not limited to, the following:
 - a) to review and recommend to the ECS/UAS on all degree requirements and on all new program proposals;
 - b) review and recommend on all proposals involving academic credit, including continuing education;
 - c) to conduct periodic program evaluations;
 - d) to review the courses recommended by the colleges to fulfill the General Education requirements;
 - e) to ensure that the purposes of General Education are fulfilled in all elements and aspects of the program;
 - f) to review the work of the International Studies Advisory Board;
 - g) to review the Honors courses and seminars which will take the place of General Education and Basic Skills requirements in the Honors Program;
 - h) to review the proposals of the colleges for programs to be offered off-campus and to recommend to ECS/UAS on matters of purpose and function of off-campus and summer programs.
 - i) to review and recommend to the ECS/UAS on all proposals for the initial accreditation and subsequent reaccreditation of programs and units.
- v. In addition to reporting to the ECS, the UCC may make recommendations directly to individual academic units.