TO: Diana Lawson, Dean, Seidman College of Business
    Lynn Blue, Vice Provost, Academic Services and Information Technology
    Mary Eileen Lyon, Associate Vice President, news and Information Services
    Philip Batty, Director, Institutional Analysis
    Sherril Soman, Registrar
    Jodi Chycinski, Director, Admissions
    Karen Gipson, Chair, University Academic Senate
    Robert Adams, Chair, University Curriculum Committee
    Robert Hollister, Chair, Faculty Salary and Budget Committee

FROM: Gayle R. Davis, Provost and Vice President for Academic and Student Affairs

SUBJECT: Board of Trustees Approval – Entrepreneurship

DATE: July 14, 2014

C: Maria Cimitile, Assistant Vice President for Academic Affairs
   Lisa Surman Haight, Office of the Provost

This is to inform you that on July 11, 2014, the Board of Trustees gave final approval for the proposed Entrepreneurship program. Contact my office if you have questions regarding this program.
Curriculum Approval Form

New Academic Program
Curriculum Type

Entrepreneurship Major
Program Title

Seidman College of Business
College

Management
Unit/Department

Fall 2014

Start Date

Gayle R. Davis, Provost and Vice President for Academic and Student Affairs
Date 4.22.14

Thomas J. Haas, President
Date 25 APR 14

Shelley E. Padnos, Chair, Board of Trustees
Date 7/11/14

2052
Memorandum

To: Sal Alaimo, Assistant Professor, Public, Nonprofit and Health Administration
   Heather Carpenter, Assistant Professor, Public, Nonprofit and Health Administration
   Mark Hoffman, Associate Professor, Public, Nonprofit and Health Administration
   Michelle Miller-Adams, Associate Professor, Political Science
   Michael Moody, Frey Foundation Chair, Johnson Philanthropy Center
   Carol Sanchez, Professor, Management

From: Gayle R. Davis, Provost and Vice President for Academic and Student Affairs

Subject: Approval for Development of Final Plan: Professional Doctorate of Organizational Management in Philanthropy

Date: July 14, 2014

C: Thomas Haas, President
   Maria Cimitile, Assistant Vice President for Academic Affairs
   George Grant, Dean, College of Community and Public Service
   Karen Gipson, Chair, ECS/UAS
   Tonya Parker, Vice Chair, ECS/UAS
   Robert Adams, Chair, University Curriculum Committee
   Marie McKendall, Chair, Faculty Personnel Policy Committee
   Robert Hollister, Chair, Faculty Salary and Budget Committee
   Mark Lutterton, Chair, Graduate Council
   Christine Rener, Vice Provost for Instructional Development and Innovation and Director, Faculty Teaching and Learning Center
   Executive Committee of the Senate

This is to inform you that I have reviewed a memo from Karen Gipson, Executive Committee of the Senate, and the Council on New Programs and New Academic Units indicating they have reviewed the Prospectus for a Professional Doctorate of Organizational Management in Philanthropy and recommend approval for the development of the final plan for this program.

After my review of the Prospectus, I concur with this recommendation. Therefore, as called for in the Procedure for the Establishment of Additional Units or Programs, I would like to appoint the six of you to serve as a task force for the development of the final plan. I ask that Heather Carpenter serve as the task force chair.

In the development of the final plan, address any items of concern raised by the Council during the initial review of the prospectus; a copy of the memo is attached. If you have any questions about this process, please let me know.
MEMORANDUM

TO: Sal Alaimo, Assistant Professor, Public, Nonprofit and Health Administration
      Heather Carpenter, Assistant Professor, Public, Nonprofit and Health Administration
      Mark Hoffman, Associate Professor, Public, Nonprofit and Health Administration
      Michelle Miller-Adams, Associate Professor, Political Science
      Michael Moody, Frey Foundation Chair, Johnson Philanthropy Center
      Jennifer Pope, Associate Professor, Marketing

FROM: Gayle R. Davis, Provost and Vice President for Academic and Student Affairs

SUBJECT: Approval for Development of Final Plan: Professional Doctorate of Organizational Management in Philanthropy

DATE: August 11, 2014

C: Thomas Haas, President
   Maria Cimitile, Assistant Vice President for Academic Affairs
   George Grant, Dean, College of Community and Public Service
   Karen Gipson, Chair, ECS/UAS
   Tonya Parker, Vice Chair, ECS/UAS
   Robert Adams, Chair, University Curriculum Committee
   Marie McKendall, Chair, Faculty Personnel Policy Committee
   Robert Hollister, Chair, Faculty Salary and Budget Committee
   Mark Luttenton, Chair, Graduate Council
   Christine Rener, Vice Provost for Instructional Development and Innovation and Director, Faculty Teaching and Learning Center
   Executive Committee of the Senate

This is to inform you that I have reviewed a memo from Karen Gipson, Executive Committee of the Senate, and the Council on New Programs and New Academic Units indicating they have reviewed the Prospectus for a Professional Doctorate of Organizational Management in Philanthropy and recommend approval for the development of the final plan for this program.

After my review of the Prospectus, I concur with this recommendation. Therefore, as called for in the Procedure for the Establishment of Additional Units or Programs, I would like to appoint the six of you to serve as a task force for the development of the final plan. I ask that Heather Carpenter serve as the task force chair.

In the development of the final plan, address any items of concern raised by the Council during the initial review of the prospectus; a copy of the memo is attached. If you have any questions about this process, please let me know.
MEMORANDUM

TO: Collin Bradford, Assistant Professor of Art and Design
    Virginia Jenkins, Professor of Art and Design
    Stafford Smith, Associate Professor of Communications
    Anthony Thompson, Professor of Communications

FROM: Gayle R. Davis, Provost and Vice President for Academic and Student Affairs

SUBJECT: Approval for Development of New Program Proposal:
        Photography Minor

DATE: October 1, 2014

C: Thomas Haas, President
   Maria Cimitile, Assistant Vice President for Academic Affairs
   Fred Antczak, Dean, College of Liberal Arts and Science
   Karen Gipson, Chair, ECS/UAS
   Tonya Parker, Vice Chair, Executive Committee of the Senate
   Robert Adams, Chair, University Curriculum Committee
   Marie McKendall, Chair, Faculty Personnel Policy Committee
   Robert Hollister, Chair, Faculty Salary and Budget Committee
   Mark Luttenton, Chair, Graduate Council
   Christine Rener, Director, Faculty Teaching and Learning Center
   Executive Committee of the Senate

This is to inform you that I have reviewed the memo from Karen Gipson, Executive Committee
of the Senate, and the Council on New Programs and New Academic Units indicating they have
reviewed the Prospectus for a Photography Minor and recommend approval for the development
of a new program proposal for this program.

After my review of the Prospectus, I concur with their recommendation. Therefore, as called for
in the Procedure for the Establishment of Additional Units or Programs, I would like to appoint
the four of you to serve as a task force for the development of the proposal. I ask that Tony
Thompson serve as the task force chair.

In the development of the proposal, address any items of concern raised by the Council during
the initial review of the prospectus; a copy of the memo is attached. If you have any questions
about this process, please let me know.
MEMORANDUM

TO:    Julie Alles-Grice, Assistant Professor of Allied Health Sciences
       Teresa Beck, Professor of Diagnostic and Treatment Sciences and
       Associate Dean of Undergraduate Academics, College of Health Professions
       Guenter Tusch, Professor of Computing and Information Systems
       Mike Wambach, Assistant Professor of Allied Health Sciences

FROM:  Gayle R. Davis, Provost and Vice President for Academic and Student Affairs

SUBJECT: Approval for Development of New Program Proposal:
          Health Information Management major

DATE:  October 1, 2014

C:      Thomas Haas, President
        Maria Cimitile, Assistant Vice President for Academic Affairs
        Roy Olsson, Dean, College of Health Professions
        Paul Plotkowski, Dean, Padnos College of Engineering and Computing
        Karen Gipson, Chair, ECS/UAS
        Tonya Parker, Vice Chair, Executive Committee of the Senate
        Robert Adams, Chair, University Curriculum Committee
        Marie McKendall, Chair, Faculty Personnel Policy Committee
        Robert Hollister, Chair, Faculty Salary and Budget Committee
        Mark Luttonton, Chair, Graduate Council
        Christine Rener, Director, Faculty Teaching and Learning Center
        Executive Committee of the Senate

This is to inform you that I have reviewed the memo from Karen Gipson, Executive Committee of the Senate, and the Council on New Programs and New Academic Units indicating they have reviewed the Prospectus for a Health Information Management major and recommend approval for the development of a new program proposal for this program.

After my review of the Prospectus, I concur with their recommendation. Therefore, as called for in the Procedure for the Establishment of Additional Units or Programs, I would like to appoint the four of you to serve as a task force for the development of the proposal. I ask that Julie Alles-Grice serve as the task force chair.

In the development of the proposal, address any items of concern raised by the Council during the initial review of the prospectus; a copy of the memo is attached. If you have any questions about this process, please let me know.
MEMORANDUM

TO: Teresa Beck, Associate Dean, College of Health Professions and Professor, Diagnostic and Treatment Sciences  
Julie Hall, Assistant Professor, Diagnostic and Treatment Sciences  
Katelyn Lowman, Instructor, Diagnostic and Treatment Sciences  
Jennifer VanderPoel, Assistant Professor, Diagnostic and Treatment Sciences

FROM: Gayle R. Davis, Provost and Vice President for Academic and Student Affairs

SUBJECT: Approval for Development of New Program Proposal: Cardiovascular Sonography Major

DATE: October 10, 2014

C: Thomas Haas, President  
Maria Cimitile, Assistant Vice President for Academic Affairs  
Roy Olsson, Dean, College of Health Professions  
Karen Gipson, Chair, ECS/UAS  
Tonya Parker, Vice Chair, Executive Committee of the Senate  
Robert Adams, Chair, University Curriculum Committee  
Marie McKendall, Chair, Faculty Personnel Policy Committee  
Robert Hollister, Chair, Faculty Salary and Budget Committee  
Mark Luttenton, Chair, Graduate Council  
Christine Rener, Director, Faculty Teaching and Learning Center  
Executive Committee of the Senate

This is to inform you that I have reviewed the memo from Karen Gipson, Executive Committee of the Senate, and the Council on New Programs and New Academic Units indicating they have reviewed the Prospectus for a Cardiovascular Sonography Major and recommend approval for the development of a new program proposal for this program.

After my review of the Prospectus, I concur with their recommendation. Therefore, as called for in the Procedure for the Establishment of Additional Units or Programs, I would like to appoint the four of you to serve as a task force for the development of the proposal. I ask that Katelyn Lowman serve as the task force chair.

In the development of the proposal, address any items of concern raised by the Council during the initial review of the prospectus; a copy of the memo is attached. If you have any questions about this process, please let me know.
MEMORANDUM

TO:       Karen Gipson, Chair, ECS/UAS

FROM:     Gayle R. Davis, Provost and Vice President for Academic and Student Affairs

SUBJECT:  New Unit Proposal – Department of Women, Gender, and Sexuality Studies

DATE:     November 10, 2014

C:        Anne Hiskes, Dean, Brooks College of Interdisciplinary Studies
          Tonya Parker, Vice Chair, ECS/UAS
          D. Robert Adams, Chair, University Curriculum Committee
          Robert Hollister, Chair, Faculty Salary and Budget Committee
          Mark Luttenton, Chair, Graduate Council
          Kathleen Underwood, Director, Women and Gender Studies Program
          ECS Members
          Maria Cimitile, Assistant Vice President for Academic Affairs
          Kathy Gulembo, Assistant Vice President for Academic Affairs
          Philip Batty, Director, Institutional Analysis
          Sherril Soman, Registrar
          Sue Korzinek, Director, Information Technology
          Human Resources
          Budget Office
          University Communications
          Institutional Marketing

I received your memo in which you forward the recommendation of the New Program/New Academic Unit Council to support the establishment of a new academic unit, the Department of Women, Gender, and Sexuality Studies within the Brooks College of Interdisciplinary Studies. After careful review and consideration of the presented materials and rationale, I am pleased to approve this recommendation. The name change will be effective Winter semester 2015.

I ask that Dean Anne Hiskes take the responsibility of notifying those constituents both within and outside the University of this name change.
TO: Karen Gipson, Chair, ECS/UAS
FROM: Gayle R. Davis, Provost and Vice President for Academic and Student Affairs
SUBJECT: New Unit Proposal – Meijer Honors College
DATE: November 10, 2014

C: Anne Hiskes, Dean, Brooks College of Interdisciplinary Studies
Tonya Parker, Vice Chair, ECS/UAS
D. Robert Adams, Chair, University Curriculum Committee
Robert Hollister, Chair, Faculty Salary and Budget Committee
Mark Luttington, Chair, Graduate Council
Jeffrey Chamberlain, Director
ECS Members
Maria Cimitle, Assistant Vice President for Academic Affairs
Kathy Gulembo, Assistant Vice President for Academic Affairs
Philip Batty, Director, Institutional Analysis
Sherril Soman, Registrar
Sue Korzinek, Director, Information Technology
Human Resources
Budget Office
University Communications
Institutional Marketing

I received your memo in which you forward the recommendation of the New Program/New Academic Unit Council to support the establishment of a new academic unit, the Meijer Honors College within the Brooks College of Interdisciplinary Studies. After careful review and consideration of the presented materials and rationale, I am pleased to approve this recommendation. The name change will be effective Winter semester 2015.

I ask that Dean Anne Hiskes take the responsibility of notifying those constituents both within and outside the University of this name change.
MEMORANDUM

TO:  Jason Crouthamel, Associate Professor of History
     Sonia Dalmia, Professor of Economics
     Richard Hiskes, Professor of Political Science/Honors
     Joy Washburn, Associate Professor of Nursing
     Christina Yalda, Associate Professor of Criminal Justice
     Richard Yidana, Associate Professor of Sociology/AAAS
     Karen Zivi, Associate Professor of Honors

FROM: Gayle R. Davis, Provost and Vice President for Academic and Student Affairs

SUBJECT: Approval for Development of New Program Proposal: Human Rights Minor

DATE: December 17, 2014

C: Thomas Haas, President
   Maria Cimitile, Assistant Vice President for Academic Affairs
   Anne Hiskes, Dean, Brooks College of Interdisciplinary Studies
   Karen Gipson, Chair, ECS/UAS
   Tonya Parker, Vice Chair, Executive Committee of the Senate
   Robert Adams, Chair, University Curriculum Committee
   Marie McKendall, Chair, Faculty Personnel Policy Committee
   Robert Hollister, Chair, Faculty Salary and Budget Committee
   Mark Luttenon, Chair, Graduate Council
   Christine Rener, Director, Faculty Teaching and Learning Center
   Executive Committee of the Senate

This is to inform you that I have reviewed the memo from Karen Gipson, Executive Committee of the Senate, and the Council on New Programs and New Academic Units indicating they have reviewed the Prospectus for a Human Rights Minor and recommend approval for the development of a new program proposal for this program.

After my review of the Prospectus, I concur with their recommendation. Therefore, as called for in the Procedure for the Establishment of Additional Units or Programs, I would like to appoint the seven of you to serve as a task force for the development of the proposal. I ask that Richard Hiskes serve as the task force chair.

In the development of the proposal, address any items of concern raised by the Council during the initial review of the prospectus; a copy of the memo is attached. If you have any questions about this process, please let me know.
I am writing to update you on the status of the most recent draft of the Global Studies proposal for a major, minor, and certificate program.

First, I want to acknowledge your extensive contributions of time, energy, and expertise in creating the proposal documents and express my most sincere gratitude. Global perspectives and an understanding of globalization and its impacts are crucially important areas of learning for today’s students; and keeping our curriculum relevant and vibrant are essential to Grand Valley’s future.
After a review of your documents and extensive consultation with Dean Hiskes and curriculum design experts, I conclude that a successful proposal in this area requires a simpler structure and maybe a somewhat different focus. I also believe that the next step to reworking the curriculum proposal would be best served by convening a new task force to lend new eyes to the proposal, benefit from your work to date, and take it on to finalization. Therefore, I am dissolving the current task force with my deep gratitude to you. Especially your efforts over the past year in developing student learning objectives and a curriculum map, studying the structure and content of other Global Studies programs, and reviewing current Grand Valley offerings will help us in meeting our shared institutional goal of creating a distinctive program that prepares students to address complex global issues.

I know the constitution of a new task force at this stage may surprise you, though it is not unprecedented when you consider other complicated University initiatives whose development spanned many years – the recently completed work of the third or fourth task force on the student evaluation of teaching is one such example. Since the road to a global studies major has been long – many years now – both the landscape of higher education and Grand Valley programs have shifted.

Please accept my sincere thanks for your work on this task force. If you have questions, please contact Dean Hiskes for more detail on this joint decision of ours.
TO: Julie Alles-Grice, Assistant Professor, Allied Health Sciences  
Janine Bartley, Assistant Professor, Communication Sciences and Disorders  
Teresa Beck, Associate Dean and Professor, Diagnostic and Treatment Sciences  
Courtney Karasinski, Assistant Professor, Communication Sciences and Disorders

FROM: Gayle R. Davis, Provost and Vice President for Academic and Student Affairs

SUBJECT: Approval for Development of New Program Proposal:  
Speech Language Pathology Major

DATE: January 29, 2015

C: Thomas Haas, President  
Maria Cimitile, Assistant Vice President for Academic Affairs  
Roy Olsson, Dean, College of Health Professions  
Karen Gipson, Chair, ECS/UAS  
Tonya Parker, Vice Chair, Executive Committee of the Senate  
Robert Adams, Chair, University Curriculum Committee  
Marie McKendall, Chair, Faculty Personnel Policy Committee  
Robert Hollister, Chair, Faculty Salary and Budget Committee  
Mark Luttington, Chair, Graduate Council  
Christine Rener, Director, Faculty Teaching and Learning Center  
Executive Committee of the Senate

This is to inform you that I have reviewed the memo from Karen Gipson, Executive Committee of the Senate, and the Council on New Programs and New Academic Units indicating they have reviewed the Prospectus for a Speech Language Pathology Major and recommend approval for the development of a new program proposal for this program.

After my review of the Prospectus, I concur with their recommendation. Therefore, as called for in the Procedure for the Establishment of Additional Units or Programs, I would like to appoint the four of you to serve as a task force for the development of the proposal. I ask that Courtney Karasinski serve as the task force chair.

In the development of the proposal, address any items of concern raised by the Council during the initial review of the prospectus; a copy of the memo is attached. If you have any questions about this process, please let me know.
TO: Hsiao-Ping, Associate Professor, Art and Design  
Jill Eggers, Associate Professor, Art and Design  
Cynthia Grapczynski, Associate Professor, Occupational Therapy  
Virginia Jenkins, Professor, Art and Design  

FROM: Gayle R. Davis, Provost and Vice President for Academic and Student Affairs  

SUBJECT: Approval for Development of New Program Proposal: Art Therapy Minor  

DATE: February 23, 2015  

C: Thomas Haas, President  
Maria Cimitile, Assistant Vice President for Academic Affairs  
Fred Antczak, Dean, College of Liberal Arts and Sciences  
Karen Gipson, Chair, ECS/UAS  
Tonya Parker, Vice Chair, Executive Committee of the Senate  
Robert Adams, Chair, University Curriculum Committee  
Marie McKendall, Chair, Faculty Personnel Policy Committee  
Robert Hollister, Chair, Faculty Salary and Budget Committee  
Christine Rener, Director, Faculty Teaching and Learning Center  
Executive Committee of the Senate  

This is to inform you that I have reviewed the memo from Karen Gipson, Executive Committee of the Senate, and the Council on New Programs and New Academic Units indicating they have reviewed the Prospectus for an Art Therapy Minor and recommend approval for the development of a new program proposal for this program.

After my review of the Prospectus, I concur with their recommendation. Therefore, as called for in the Procedure for the Establishment of Additional Units or Programs, I would like to appoint the four of you to serve as a task force for the development of the proposal. I ask that Jill Eggers serve as the task force chair.

In the development of the proposal, address any items of concern raised by the Council during the initial review of the prospectus; a copy of the memo is attached. If you have any questions about this process, please let me know.
MEMORANDUM

TO: Karen Gipson, Chair, ECS/UAS
FROM: Gayle R. Davis, Provost and Vice President for Academic Affairs
SUBJECT: Annual Salary Adjustment
DATE: February 26, 2015
CC: Kathy Gulembo, Assistant Vice President for Academic Affairs
     Tonya Parker, Vice Chair, ECS/UAS
     Bob Hollister, Chair, Faculty Salary and Budget Committee
     UAS Members
     Lisa Surman Haight, Provost’s Offices

I received your memo in which you forward the recommendation of the University Academic Senate to endorse the Faculty Salary and Budget Committee’s (FSBC) annual salary recommendation. I have carefully reviewed the materials forwarded and want to assure you that faculty salaries continue to remain a high priority. When we begin this year’s salary evaluation process, I will keep these recommendations in mind. My thanks to FSBC for their thoughtful and continued good work on behalf of the faculty.
MEMORANDUM

TO: Karen Gipson, Chair, ECS/UAS
FROM: Gayle R. Davis, Provost and Vice President for Academic and Student Affairs
SUBJECT: Curricular Review of New Programs
DATE: February 27, 2015
CC: Maria Cimitile, Assistant Vice President for Academic Affairs
Tonya Parker, Vice Chair, ECS/UAS
Robert Adams, Chair, University Curriculum Committee
Bob Hollister, Chair, Faculty Salary and Budget Committee
UAS Members
Lisa Surman Haight, Provost’s Offices

I received your memo in which you forward the University Academic Senate support for the recommendation to change the Faculty Handbook in order to expedite the curricular process for new programs. After review of the submitted material, I concur with the recommendation and approve the requested change to the Faculty Handbook effective immediately.

Approved Change
Faculty Handbook

Chapter 2 – Section 2.01 – Academic Governance

2.01 A. University Academic Senate Bylaws
Approved and Revised by the University Academic Senate October 31, 2014.

The powers and duties, membership formula, and rules of procedure of the University Academic Senate (UAS) are set forth in Section 1 below. Section 2 specifies the powers and duties, membership formula, and rules of procedure for the Executive Committee of the Senate (ECS). Section 3 deals with referendum procedures for the faculty in the event of faculty opposition to an action of the UAS. Section 4 describes the standing committees that report to the ECS.
1. THE UNIVERSITY ACADEMIC SENATE (UAS)

a. Powers and Duties of the UAS include the following:
   i. Curriculum: Ordinarily the UCC will perform the final curriculum review at the university level. However, in the event of a vote by ECS or at the request of any of the standing Committees of the UAS, proposals regarding graduation requirements or regarding new programs and majors will be acted upon by the UAS. This includes any initiative emerging from a nonacademic unit that involves academic credit.
   ii. The Academic Organization of Grand Valley: Proposals regarding the addition or elimination of colleges, divisions, schools, departments, institutes, centers, libraries, or academic service units must be acted upon by the UAS. Because initiatives involving academic credit may likely affect the quality or integrity of an academic program, all such initiatives shall be reviewed and acted upon by the appropriate academic governance bodies according to their established governance procedures. This shall occur regardless of whether the initiative originated in an academic unit or a non-academic unit.
   iii. Faculty Personnel Policy: All proposed changes in the faculty personnel policy of Grand Valley must be acted upon by the UAS.
   iv. Other Matters: The UAS also makes recommendations regarding budget matters and other issues which are considered relevant to academic matters. Individual grievances, however, are not the proper domain of the UAS.

4. STANDING COMMITTEES OF THE UAS

The following committees report to the UAS via the ECS. Standing Committee meeting times shall be consistent over an academic year and be published on the faculty governance website. Any changes to the set meeting times must be made in a timely manner and agreed to by the committee members in consultation with ECS.

Quorum: A simple majority of the total voting membership of the committees shall constitute a quorum for the enactment of business.

d. Faculty Salary and Budget Committee (FSBC):
   i. Faculty Membership: Faculty membership of the FSBC consists of seven members from the College of Liberal Arts and Sciences (CLAS), two from the Seidman College of Business, one from each of the remaining colleges, and one from the university libraries. The term of office is three years beginning at the end of the winter semester. Terms of those from colleges with two or more members are staggered. The vote for chair occurs at the beginning of the Winter semester of the year in which the prospective chair is selected to serve.
   ii. Student Membership: One undergraduate or graduate student representative selected by and from the Student Senate for a term of one year.
   iii. Administration Membership: The Provost or designee ex officio, non-voting.
   iv. Responsibilities: The FSBC has three primary responsibilities:
      a) To study pertinent data and make recommendations to the Senate through the ECS on the allocation of funds within the Grand Valley budget as a whole as well as within the budgets of the administrative divisions,
      b) To study pertinent data and make recommendations to the Senate through the ECS on the items of the budget, compensation or faculty security, and
      c) To study pertinent data and make recommendations, on proposals for the establishment of additional units/programs at Grand Valley. These
recommendations will be made to the Senate through the ECS at the Prospectus stage and through UCC at the New Program Proposal stage.

The President and/or ECS may request the FSBC to study specific items and make recommendations concerning them.

i. **University Curriculum Committee (UCC) (UAS 10/26/12)**
   i. **Faculty Membership:** Faculty membership of the UCC consists of seven members from the College of Liberal Arts and Sciences (CLAS), one from each of the remaining colleges, and one from the university libraries. 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 (GC) 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 Grand Valley; its responsibilities include, but are not limited to, the following:
       a) to review and make recommendations on all degree requirements and on all new program proposals;
       b) to review and make recommendations on all proposals involving academic credit, including continuing education;
       c) to review the courses recommended by the colleges to fulfill the General Education requirements;
       d) to review the Honors courses and seminars which will take the place of General Education requirements in the Honors Program;
       e) 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;
       f) to oversee the online curriculum development process.
   
   v. In addition to reporting to the ECS, the UCC may make recommendations directly to individual academic units.
TO: Anne Hiskes, Dean, Brooks College of Interdisciplinary Studies
Lynn Blue, Vice Provost, Academic Services and Information Technology
Mary Eileen Lyon, Associate Vice President, University Communications
Philip Batty, Director, Institutional Analysis
Sherrill Soman, Registrar
Jodi Chycinski, Director, Admissions
Karen Gipson, Chair, University Academic Senate
Robert Adams, Chair, University Curriculum Committee
/Robert Hollister, Chair, Faculty Salary and Budget Committee

FROM: Gayle R. Davis, Provost and Vice President for Academic and Student Affairs

SUBJECT: Board of Trustees Approval – Russian Studies – discontinuation of Major and Minor

DATE: March 26, 2015

C: Maria Cimitile, Assistant Vice President for Academic Affairs
Lisa Surman Haight, Office of the Provost

This is to inform you that on February 13, 2015, the Board of Trustees gave final approval for the discontinuation of the Major and Minor in Russian Studies. Contact my office if you have questions regarding this program.
TO:    Roy Olsson, Dean, College of Health Professions  
      Lynn Blue, Vice Provost, Academic Services and Information Technology  
      Mary Eileen Lyon, Associate Vice President, University Communications  
      Philip Batty, Director, Institutional Analysis  
      Sherril Soman, Registrar  
      Jodi Chycinski, Director, Admissions  
      Karen Gipson, Chair, University Academic Senate  
      Robert Adams, Chair, University Curriculum Committee  
      Robert Hollister, Chair, Faculty Salary and Budget Committee  

FROM:   Gayle R. Davis, Provost and Vice President for Academic and Student Affairs  

SUBJECT: Board of Trustees Approval – Masters in Medical Dosimetry  

DATE:   March 26, 2015  

C:       Maria Cimitile, Assistant Vice President for Academic Affairs  
         Lisa Surman Haight, Office of the Provost  

This is to inform you that on February 13, 2015, the Board of Trustees gave final approval for the new program, Masters in Medical Dosimetry. Contact my office if you have questions regarding this program.
MEMORANDUM

TO: Julie Chlebo, Associate Professor, Leadership and Learning
    Nancy DeFranco, Assistant Professor, Leadership and Learning
    Faite Mack, Professor, Leadership and Learning
    Amy Masko, Associate Professor, English
    Jamie Owen-DeSchryver, Associate Professor, Psychology
    Linda Pickett, Associate Professor, Leadership and Learning
    Regina Smith, Associate Professor, Modern Languages & Literatures

FROM: Gayle R. Davis, Provost and Vice President for Academic and Student Affairs

SUBJECT: Approval for Development of New Program Proposal:
         Minor in Child Development/CSAT Early Childhood Education ZA

DATE: April 15, 2015

C: Thomas Haas, President
   Maria Cimicile, Assistant Vice President for Academic Affairs
   Fred Antczak, Dean, College of Liberal Arts and Sciences
   Elaine Collins, Dean, College of Education
   Karen Gipson, Chair, ECS/UAS
   Tonya Parker, Vice Chair, Executive Committee of the Senate
   Robert Adams, Chair, University Curriculum Committee
   Marie McKendall, Chair, Faculty Personnel Policy Committee
   Robert Hollister, Chair, Faculty Salary and Budget Committee
   Mark Luttenton, Chair, Graduate Council
   Christine Rener, Director, Faculty Teaching and Learning Center
   Executive Committee of the Senate

This is to inform you that I have reviewed the memo from Karen Gipson, Executive Committee of the Senate, and the Council on New Programs and New Academic Units indicating they have reviewed the Prospectus for Minor in Child Development/CSAT Early Childhood Education ZA and recommend approval for the development of a new program proposal for this program.

After my review of the Prospectus, I concur with their recommendation. Therefore, as called for in the Procedure for the Establishment of Additional Units or Programs, I would like to appoint the seven of you to serve as a task force for the development of the proposal. I ask that Linda Pickett serve as the task force chair.

In the development of the proposal, address any items of concern raised by the Council during the initial review of the prospectus; a copy of the memo is attached. If you have any questions about this process, please let me know.