CURRICULUM GUIDELINES AND PROCEDURES:
ACADEMIC JURISDICTION

I. PREAMBLE
As knowledge, theories and methodologies change, disciplines’ content and boundaries are often transformed. Academic jurisdiction policy must, therefore, provide means for the review and evaluation of existing as well as proposed curriculum, and must delineate procedures for the arbitration of disagreements.

II. GUIDELINES
1. The university shall establish curricular development priorities through its internal master plan.

2. Regular review and evaluation of existing curriculum shall be conducted by the University Curriculum Committee, General Education Committee, or Graduate Education Committee.

3. Curricular experimentation should not be discouraged. Instead faculty should be able to respond to evolving professional demands and student needs. To that end openness to innovation, flexibility, and change should be reflected in curricular development, implementation, review, and evaluation.

4. Those teaching goals, methods, research strategies, tool subjects, general cultural concepts and values which are part of the general body of knowledge and the common curriculum may be used or adapted by any academic unit.

5. Each academic unit shall have the right to teach combinations of facts, concepts, points of view, and research methods in areas of expertise that advance the unit’s mission.

6. Each academic unit has the right to propose, teach, administer, and evaluate the spectrum of learning-teaching experiences, courses, and programs constituting that unit’s mission.

7. Courses presented by different academic units may involve substantial content overlap, provided that unique perspectives and/or content exist, and provided that adequate demand, resources and potential enrollment can be demonstrated.

III. PROCEDURES FOR HANDLING JURISDICTIONAL CHALLENGE(S)
1. A challenge must be sponsored by an academic unit, or a committee thereof. A challenge must be submitted in writing to the Associate Vice President of Academic Programs and the Chair of the Academic Senate, with copies to the dean(s) of the college(s) where publication occurred and the challenge originated, and to the chair/coordinator of the proposing academic unit.
2. The dean(s) of the college(s) involved shall investigate the challenge and inform all concerned academic units and appropriate bodies. If a challenge is unresolved the University Curriculum Committee, General Education Committee, or Graduate Education Committee, in consultation with the dean(s) concerned, shall appoint a committee to evaluate the challenge and seek an amicable resolution.

3. When a challenge cannot be resolved to the satisfaction of all parties, the University Curriculum Committee, General Education Committee, or Graduate Education Committee shall then hold an open hearing on the challenge, to which all interested parties shall be invited. Following the hearing, the University Curriculum Committee, General Education Committee, or Graduate Education Committee shall make its recommendation to the Academic Senate. Recommendation may include approval, disapproval, referral, further consultation, or other actions.

4. The Academic Senate shall receive the recommendations of the University Curriculum Committee, General Education Committee, or Graduate Education Committee and in cases of unresolved challenges shall take appropriate action to resolve the dispute.

IV. CROSS-LISTING OF COURSES

When two or more departments wish to cross-list a course, one of the departments shall be known as the home (primary) department for that course and the other department(s) will be known as the dependent (secondary) department(s). Such proposals must be submitted according to procedures established in UPS 411.100.

In the catalog, the home (primary) department shall list the complete description of the course and note, following the description, the department and number of the cross-listing department(s), for example, (Same as Comparative Literature 352). The secondary department(s) shall give the title and the course number and a note following the number indicating the home (primary) department where the complete course description is listed, for example, (Same as English 352).

When offered, all the cross-listed departments must appear in the class schedule and each department must provide for enrollment in the course.

A department wishing to cross-list an existing course using its own departmental prefix and course number must have the approval of the home (primary) department.

If either the home (primary) department or any cross-listed department wishes to drop the cross-listing from its offerings, notification shall be made in writing to all concerned departments one semester prior to implementation and sent to all departments affected by this change.

Source: University Curriculum Committee, Fall 2014

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