

MAY 30, 1996

The sixth meeting of the Twin Cities Campus Assembly for 1995-96 was convened in 25 Law Building, Minneapolis campus, on Thursday, May 30, 1996, at 3:00 p.m. Checking or signing the roll as present were 126 voting faculty/academic professional members, 17 student members, 2 ex officio members, and 3 nonmembers. Mr. Joel Bergstrom, Vice Chair of the Assembly, presided.

**I. EDUCATIONAL POLICY COMMITTEE**  
**Twin Cities Undergraduate Course and Curriculum Committee**  
**Action**

**Twin Cities Undergraduate Course and Curriculum Committee**

**MOTION:**

To amend Article III of the Bylaws of the Twin Cities Campus Assembly to add a new Bylaw 9, as follows:

**9. UNDERGRADUATE COURSE AND CURRICULUM COMMITTEE**

The Undergraduate Course and Curriculum Committee shall establish guidelines and procedures, within the framework of the educational policies adopted by the Senate and Twin Cities Assembly, to review all undergraduate course proposals that have been approved by the appropriate college curriculum committee in order to consider factors that would affect curriculum and policies across collegiate units and across the campus as a whole.

**Membership**

The Undergraduate Course and Curriculum Committee shall be jointly appointed by the Twin Cities Assembly Committee on Committees and the Provosts of the Twin Cities campus and shall be composed of tenured or tenure-track faculty and students. It shall have 13 members: 6 faculty (appointed by the Committee on Committees), 3 deans (or their designees) appointed by the provosts (two from Arts, Sciences, and Engineering and one from Professional Studies), 3 undergraduate students (appointed by the Committee on Committees), and ex officio representation as specified by vote of the Assembly.

The chair shall be a tenured faculty member, shall be appointed by the Provost for Arts, Sciences, and Engineering, and shall serve as an ex officio member of the Educational Policy Committee. Until September 1, 2000, the position of the chair shall be a 50-percent time funded appointment.

**Duties and Responsibilities**

- a. To develop guidelines for use by college curriculum committees. The criteria for course approval shall include policies adopted by the University Senate and the Twin Cities Campus Assembly, including but not limited to those that govern the relationship between credits and contact time, the relationship between credit and student academic effort, time constraints for completion of a degree program, and the number of credits necessary for graduation.
- b. To review all new undergraduate majors and program proposals. This includes reviewing the overall undergraduate curriculum of the Twin Cities campus, including programs offered, the breadth and sufficiency of course offerings, and the requirements of the programs (including those established by the Council on Liberal Education).
- c. To review courses for possible duplication that have been approved by college curriculum committees and

proposed for the change to semesters. This includes consideration of the similarity between and among courses that are offered in more than one college; the committee will determine, with consultation from the college curriculum committees, faculty proposing the courses, and college administrators, the necessity of offering similar courses and whether one or several courses shall be offered.

- d. To settle disputes between and among colleges involving a course or courses.
- e. To establish timelines for submission of course proposals to the committee.
- f. To report to the Assembly Committee on Educational Policy and the Twin Cities campus provosts.
- g. To recommend to the Committee on Educational Policy such actions or policies it deems appropriate.
- h. To submit an annual report to the provosts and to the Assembly.

**COMMENT:**

The Assembly Committee on Educational Policy (ACEP) received a suggestion from the Change to Semesters Coordinating Group that it should consider recommending the establishment of a Twin Cities campus undergraduate course and curriculum committee. ACEP, after discussing it, was persuaded that there are several reasons that such a committee should be established.

Following comments at the Assembly meeting of May 2, ACEP revised the charge to the committee and now presents it for action by the Assembly.

(1) All courses proposed for the semester system should be reviewed to ensure adherence to the Semester Conversion Standards, other Senate policies, and to guard as much as possible against course duplication and overlap.

(2) The committee would review majors and programs for the semester system.

(3) The committee would establish guidelines for use by the college curriculum committees in the approval of semester courses.

(4) Once semester courses have been established, the committee would be responsible for adjudicating disputes between colleges about curriculum and course offerings.

(5) The committee would NOT duplicate the work of college curriculum committees, nor would it, except in rare instances, review the substantive content of courses. (For example, an exception might be when two colleges appear to be offering courses with the same content.)

This proposal goes beyond the change to semesters to issues of the University's financial environment and the belief of ACEP that the Twin Cities campus needs to be financially responsible.

The temporary funding for the chair's position, staff and general support, and summer salary supplements for (1997) for the membership, will be provided by central administration.

LAURA COFFIN KOCH, Chair

**DISCUSSION:**

*Professor Koch presented the motion to establish a Twin Cities Undergraduate Course and Curriculum Committee. The Assembly Educational Policy Committee (ACEP), she said, considered carefully the comments expressed at the May 2 Assembly meeting and has modified the proposal accordingly. Several senators had expressed concern that the Twin Cities campus-level committee would be duplicating services and procedures that are normally dealt with by the college curriculum committees. To ensure that doesn't happen, the ACEP included guidelines for the*

college-level curriculum committees to use that reflect semester standards and educational policies set forth by the Assembly.

*The Twin Cities campus-level curriculum committee will not routinely review courses, curriculum, or programs after the change to semesters occurs, commented Professor Koch. It will review courses that are brought to the committee because they are thought to duplicate courses already being offered by other colleges. It will not consider duplication within colleges, but only address those cases that span across two or more colleges.*

*The proposed committee will also review all undergraduate majors and program proposals because generally programs or courses are in more than one collegiate unit. Additionally, it will establish timelines for submission of proposals as well as report to the Educational Policy Committee and the Twin Cities campus provosts.*

*One senator asked if the statement "tenured or tenure-track faculty" is needed in the membership section, particularly in view of the tenure review currently taking place. If there is going to be an increasing proportion of faculty who will be on term appointments, they will not be eligible to serve on the committee. Is that the ACEP's intention? Professor Koch replied that that was the intent of the committee because faculty are responsible for the curriculum. If the University finds itself in a situation where a large percent of the faculty is not tenured or on tenure-track appointments, the Educational Policy Committee will need to reevaluate that issue.*

*Uncomfortable with that response, the senator made a motion to amend the document to delete the words "tenured or tenure-track" under the membership section. Hearing no second to the motion, discussion of the original motion resumed.*

*In response to another question about how duplications are currently handled, Senator Koch responded that many are unresolved and, consequently, there are many duplicate courses on the Twin Cities campus.*

*Professor Koch was asked whether the committee would have final authority in matters addressed in the duties section of the proposal and she said that they would.*

*She was further asked to explain how establishment of the committee would make the Twin Cities campus more financially responsible and she replied that offering duplicate courses in different colleges does not make good fiscal sense for the University. She further clarified that the committee will not deal with current duplications but will begin with the semester curriculum.*

*Concern was also expressed about whether members of the committee will have the expertise to distinguish between two courses that seem similar, but really are not. Professor Koch said the Educational Policy Committee did discuss that issue and realizes the members cannot have expertise in all areas. However, the Committee would not be making decisions in isolation of the faculty members from those particular areas in question. The department chairs, deans, and provosts would also be included in any discussions or decisions, and experts would be consulted as appropriate.*

*Professor Koch then accepted as a friendly amendment a proposal to modify the first sentence of "c" under duties and responsibilities, as follows:*

- c. *"To review for possible duplication courses that have been approved by college curriculum committees and proposed for the change to semesters."*

*As a bylaw amendment, the motion required 94 affirmative votes for approval. The vote was 83 in favor, 33 opposed. The motion was not approved.*

**NOT APPROVED**

**II. OLD BUSINESS**

**NONE**

**III. NEW BUSINESS**

**NONE**

**IV. ADJOURNMENT**

The meeting was adjourned at 3:15 p.m.

**Martha Kvanbeck  
Abstractor**