



University Policy Statement

UPS 411.102

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. Curricular experimentation is encouraged. Faculty should respond to evolving professional demands, engage in interdisciplinary collaborations, and address student academic needs. To that end openness to innovation, flexibility, and change should be reflected in curricular development, implementation, review, and evaluation.
3. Those teaching goals, methods, research strategies, tool subjects, general cultural and linguistic 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.
4. Each academic unit shall have the right to teach combinations of facts, concepts, points of view, and research methods in areas of expertise and languages that advance the unit's mission.
5. 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.
6. 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. Academic units are also encouraged to teach classes in collaboration with other academic units that encompass ideas or expertise of interdisciplinary fields of study.

III. PROCEDURES FOR HANDLING JURISDICTIONAL CHALLENGE(S)

1. Prior to bringing academic jurisdictional challenges, each academic unit is encouraged to follow the guidelines provided in UPS 411.100, which emphasizes collegiality and collaboration with other academic units with potential overlap, understanding that various disciplines may share common areas of study and expertise.

A challenge must be sponsored by an academic unit, or a committee thereof, and have been fully vetted by all levels of curricular review in that unit before moving forward. A challenge

must be submitted in writing to the Provost and Vice President for Academic Affairs or designee 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 may 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, Graduate Education Committee, or University Writing Proficiency 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, Graduate Education Committee, or University Writing Proficiency 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, all cross-listing departments shall list the complete description of the course and note, following the description, all versions of the cross-listed course, for example: “(FIN 528 and ECON 528 are the same course)”. The primary department shall be listed first.

When a cross-listed course is offered, all cross-listed departments shall be notified by the offering department and provided the option to appear in the class schedule and 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 prior to implementation and sent to all departments affected by this change.

Source: University Curriculum Committee

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and ASD 22-71