Roles of Different Committees in the Curricular Proposal Process

(from FCAA discussion May 2009)

Home Department Role

- Ensure that course is aligned with program goals
- Ensure course is appropriate in its:
  - level
  - # of credit hours
  - currency in field
  - relevance to field
- Ensure adequate resources exist to support the course (technology, space, equipment, library resources, personnel, etc.)
- Identify courses in other departments that may overlap in content, title, etc.

College-Level Academic Affairs Committee Role

- Need to make sure someone is looking at courses going up for 10-day challenge (so they do not slip through the cracks);
- Evaluate whether course/syllabus satisfy College requirements?
- Coordinate course proposal going through lateral committees (GEN ED, Grad, FYE, WIP, etc.)

FCAA Role

- Asks bigger questions?
- How does course contribute to Baccalaureate Goals?
- Does course have an interdisciplinary component?
- Does it serve the interdisciplinary programs (AFAM, WS, LLAS, Honors, Global Studies, ISP, etc.)?
- Cross-listing in other programs?
- Identify overall guidelines (standards?) for curriculum