MEMORANDUM

TO: Faculty

FR: Curriculum Committee

RE: Proposal: Curriculum Committee Name Change

By vote of 10 to 0 on September 16, 2010, the Curriculum Committee approved the following motion and recommends approval of the motion by the faculty:

RESOVED: That the name of the Curriculum Committee be changed to the Undergraduate Curriculum Committee and that Section 420.2.D of the Academic Policies and Procedures Manual be altered so as to reflect this change of name.

Rationale for the Change

1. For more than a decade, it has been the practice of the University to route all graduate curricular matters through the Graduate Program Committee. This practice is officially described in the Academic Policies and Procedures Manual (420.2.K.)

2. Therefore authority for the undergraduate curriculum (both traditional undergraduate and Muskingum Adult Program) is properly delegated to the Curriculum Committee. The change in the committee’s name clarifies and asserts its authority over all undergraduate curricular matters.

3. This clarification will help the University meet part of Criterion One of the Higher Learning Commission’s Criteria for Accreditation. Core Component 1d of Criterion One includes the statement that “the distribution of responsibilities as defined in governance structures, processes, and activities is understood and is implemented through delegated authority.”

4. The change of name will facilitate communication and coordination between the traditional undergraduate program and the Muskingum Adult Program. Therefore all matters affecting the undergraduate curriculum, whatever their origin, will be the responsibility of the Undergraduate Curriculum Committee.

5. The change of name will promote consistent policies and standards for all undergraduate courses and programs.

6. The change of name is consistent with curricular structures at peer institutions which have clearly defined and well-developed divisions of graduate and undergraduate education (e.g. Capital University)