

University Curriculum Committee's Role in Reviewing Curriculum Requests

The University Curriculum Committee (UCC) plays a critical role in SHSU's Curriculum process and is one of three review phases in which the University documents compliance with SACSCOC Standard 10.4 (Academic Governance – Curriculum). In addition to the curriculum review responsibilities as listed below, the UCC, comprised of a combination of faculty and academic college administration, supports compliance with the requirement that the “institution [place] primary responsibility for the content, quality, and effectiveness of the curriculum with its faculty.”

UCC Role for New Courses

- Ensure there is a documented need for the new course
- Ensure alignment between course title, description, and content
- Ensure proposing department has considered impact to existing courses, majors, and minors
- Ensure proposing department has considered impact to teaching load
- Ensure course does not duplicate other existing courses already within the SHSU inventory
- Ensure appropriateness of course level in relation to course content
- Ensure library resources are available and/or have been identified as necessary

UCC Role for Altered Courses (Changes to title, prefix, and/or number)

- Ensure change is not substantive, thus resulting in the need for a new course
- Ensure alignment between course title, description, and content
- Ensure appropriateness of course level in relation to course content
- Ensure proposing department has considered impact to existing courses, majors, and minors

UCC Role for New Degree Program Review

- Ensure compliance with THECB proposal requirements.
- Ensure quality of content of THECB proposal submissions.
- Ensure accuracy of SHSU information presented in THECB proposal submission.
- Identify potential impact to existing programs.
- Determine if an adequate case has been made for Job Market Need and Student Demand, considering existing programs in the field.
- Ensure the proposal authors/department have adequately considered recruitment strategies and enrollment projections for program.
- Ensure the proposal authors/department have a plan for any applicable/required accreditations.
- Ensure the proposed admission standards are in compliance with SHSU policies and that standards will be competitive within the discipline.
- Ensure program curriculum and curricular policies (i.e., transfer of credit, credit for experience) is in compliance with SHSU and THECB rules and regulations and competitive with similar programs in Texas (e.g., program length).
- Ensure compliance with SHSU policies regarding candidacy, theses, and dissertations.
- Ensure the proposal authors/department have a plan for quality use of distance technologies.
- Ensure the proposal authors/department have a plan for quality program evaluation/assessment procedures.
- Ensure an adequate case has been demonstrated for success of similar programs at SHSU.
- Ensure compliance with THECB requirements for new program faculty resources (core versus support faculty).
- Ensure compliance with THECB requirements for student financial assistance for new degree programs (doctoral only).

- Determine if the proposal authors/department have provided an adequate description of necessary resources (i.e., library, facility, equipment, staffing).

NOTE: The UCC is not charged with reviewing the adequacy of funding or existing resources, but rather the thoroughness of the description of resource needs.