

## **UNIVERSITY UNDERGRADUATE ACADEMIC COUNCIL**

### **Meetings**

The council will meet at least one time each fall and spring semester.

### **Membership**

1. The Provost or designee shall serve as the chair and may vote only in the case of a tie.
2. Nine full-time, tenured faculty members will serve as members of the council. Two representatives will be faculty members of the College of Arts and Sciences, one will be from the College of Biblical Studies, one will be from the College of Business Administration, one will be from the College of Education and Human Services, one will be from the Graduate Council, and three will be at-large. At-large membership will be distributed among the colleges and other academic units with faculty members. Department/school chairs or directors must not be a majority of the members of the council.
3. *Ex officio* members will include the Dean of the Library and Information Resources, the Director of Instructional Development/Faculty Development of the Adams Center, the Director of Curriculum, the Registrar, and the chair of the Faculty Senate or his/her designee. The deans and directors of the schools, colleges, and units who are ultimately responsible for faculty and curriculum are welcome to attend any meeting of the UUAC. Members will serve a term of three years. One-third of the membership will rotate each year. A member is not eligible for immediate reappointment.

### **Criteria for Membership**

Full-time, tenured faculty member

### **Rotation**

Approximately one-third of the membership of the University Undergraduate Academic Council will rotate each year in order to provide continuity.

### **Functions and Responsibilities**

1. Reviews recommendations from the University General Education Council (UGEC). If substantive changes in the goals and requirements of the general education curriculum are approved by the UGEC, the proposed changes also must be reviewed by the full-time faculty as previously defined in Chapter One of the Faculty Handbook;
2. Reviews proposals for new degree programs and makes recommendations to the full-time faculty as previously defined in Chapter One of the Faculty Handbook;
3. Reviews student admission standards on a regular basis and makes recommendations to the full-time faculty as previously defined in Chapter One of the Faculty Handbook. Because both the UUAC and Admissions Committee have responsibilities to review and recommend, the Admissions Committee and UUAC should inform one another of recommendations;
4. Reviews general requirements for graduation and makes recommendations to the fulltime faculty as previously defined in Chapter One of the Faculty Handbook;
5. Reviews the Final Report of each Academic Program Review and makes

recommendations as needed to the administration;

6. Reviews proposals for new undergraduate courses, majors, minors, certificate programs, and/or degree-offering units and makes recommendations to the Provost and President.

7. Recommendations may be made to the University General Education Council by college or unit academic councils. Recommendations of the University General Education Council are made to the University Undergraduate Academic Council and, if approved, they may go to the full-time faculty as previously defined in Chapter One of the Faculty Handbook for action.