

FSCUE CURRICULUM SUBCOMMITTEE PROTOCOL FOR  
COURSE AND PROGRAM ACTION FORMS FROM SCHOOLS

According to the Faculty Handbook's charge to the FSCUE, "The Committee on Un-3.3(E)cme,n(n)o 3(t)-5.9(t)4 or students enrolled in undergraduate degree programs in other constituent faculties (the provost, or the provost's designee, in consultation with the chair of the Committee on Undergraduate Education will decide which course action forms require review by the co

#5 below). The absence of a response by the designated date will be taken as consent to the proposed course or program action.

4. The comments received from the UPF school(s) will be shared with the unit proposing the course or program action for response and/or modification of the proposal.
5. If the original comments from a UPF school include a request to review the proposal again after response and/or modification, the UPF school will be given a second opportunity to comment on the proposal. Four weeks, as defined above, will be provided for this second round of comments.
6. The course or program action form and supporting documentation along with written comments received from the UPF school(s), will be shared with the FSCUE Curriculum Subcommittee for review. A representative from the unit proposing the action will be invited to participate in the Curriculum Subcommittee's discussion. The FSCUE Curriculum Subcommittee may take action on the proposal, refer it to the FSCUE for action, or send it back to the unit proposing the course or program for additional information or consultation. If additional consultation is requested, the unit proposing the action will be expected to undertake and document that consultation.
7. The UPF school(s) that reviewed the proposal will be informed of the action taken.
8. At any point in the process after the reviews by the UPF school(s) described above, the FSCUE Curriculum Subcommi