

CURRICULUM AND EDUCATIONAL POLICIES COUNCIL

The Curriculum and Educational Policies Council shall serve as the primary advisory body to the Academic Senate and university administration on matters pertaining to the educational policies of the university. Normally changes in existing educational policies shall first be considered by this council.

The Curriculum and Educational Policies Council is subordinate to the Academic Senate, and, as such, all policies and regulations recommended by the Curriculum and Educational Policies Council shall be presented to the Academic Senate for approval, except for those matters specifically delegated to the Curriculum and Educational Policies Council or those matters to be presented directly to the administration.

The Curriculum and Educational Policies Council shall review, evaluate, and make recommendations to the Academic Senate regarding all new and existing policies and statements governing graduate and undergraduate curriculum, academic programs, academic standards, and educational policy, and may initiate recommendations for change for the successful implementation of those policies. The council shall also be responsible for the formation and implementation of policies pertaining to the university's General Education requirements. Upon request of the Academic Senate or university administration, the council shall nominate members to serve on committees that require the particular expertise of its membership.

The Curriculum and Educational Policies Council may establish such subcommittees as it deems necessary to the discharge of the responsibilities under its charge.

The council shall not have initial jurisdiction with matters specifically delegated to the colleges.

Among the specific responsibilities of the council are the following:

1. To review and make recommendations to the Academic Senate regarding newly proposed, substantially revised, and to-be-discontinued degree programs, options, minors, credentials, and certificates;
2. To review and make recommendations to the Academic Senate regarding policies pertaining to admission, registration, probation, disqualification, reinstatement, student unit overloads, and graduation, especially those referred to the council by the Academic Appeals Committee (AAC);
3. To review and make recommendations to the Academic Senate regarding policies pertaining to General Education, especially those referred to the council by the General Education Governing Committee (GEGC);

4. To review and make recommendations to the Academic Senate regarding policies pertaining to the appeal of final course grades, especially those referred to the council by the University Grade Appeal Committee (UGAC);
5. To review and make recommendations to the Academic Senate regarding policies pertaining to the Graduation Writing Assessment Requirement, especially those referred to the council by the Graduation Writing Assessment Requirement Committee (GWARC);
6. To review and make recommendations to the Academic Senate regarding policies related to international education, especially those referred to the council by the International Education Committee (IEC);
7. To review and make recommendations to the Academic Senate regarding policies related to teacher preparation referred to the council by the Teacher Preparation Committee (TPC)
8. To review and make recommendations to the Academic Senate regarding policies related to the university library referred to the council by the University Library Committee (ULC); 9. To review and make recommendations to the Academic Senate regarding policies pertaining to graduate and undergraduate academic honors and awards.
9. To act as the final curriculum committee dealing with revisions to the requirements for the University Honors Program, their courses, and all other university-wide courses, such as EOP, INTL, S/I, and UNIV;
10. To review and make recommendations to Academic Affairs regarding CSULB Catalog material pertaining to educational policies, curriculum, and academic standards;
11. To review each semester the list of changes to the General Education Master Course List submitted by the General Education Governing Committee; and
12. To resolve disputes between or among departments and colleges regarding matters of curricular content, program requirements, and CSULB or CSU system educational policies.

Membership

- Provost and Senior Vice President for Academic Affairs (or designee)
- Additional designee of the Provost and Senior Vice President for Academic Affairs
- Associate Vice President for International Education (or designee)
- Vice President for Administration and Finance (or designee)
- Vice President for Student Services (or designee)
- Four (4) probationary or tenure track faculty members from the College of Liberal Arts*

Two (2) probationary or tenure-track faculty members from each of the other colleges*
 One (1) probationary or tenure-track faculty member from the University Library*
 One (1) probationary or tenure track member of Counseling and Psychological Services*
 Two (2) lecturers elected by the lecturers who shall serve for a period of one year
 President, Associated Students, Inc. (or designee)
 Two (2) additional student members, selected by the Associated Students, Inc.

* Probationary and tenure-track faculty are all elected by their respective units to serve staggered, three-year terms.

Officers

The council shall elect annually from among its members a chair, vice chair, and secretary. The chair presides over the meetings, forwards materials to the Senate, and writes the annual report to the Academic Senate. The vice chair fulfills the duties of the chair in her/his absence. The secretary writes minutes of each meeting.

Curriculum and Educational Policies (CEP) Steering Committee

The Curriculum and Educational Policies Council shall establish a steering committee composed of the officers of the council and one of the designees of the provost and senior vice president for academic affairs. The CEP Steering Committee shall:

1. Be responsible for the planning and scheduling of meetings; and
2. Make appointments to subcommittees of the Council.

Standing Committees Reporting to the Council

The standing committees that report to the Curriculum and Educational Policies Council are the Academic Appeals Committee, the General Education Governing Committee, the University Grade Appeals Committee, the Graduation Writing Assessment Requirement Committee, the International Education Committee, the Teacher Preparation Committee, and the University Library Committee. The Academic Senate shall approve the charge, size, and mode of selection of the membership of these committees.

Senate Liaison

The council shall select a liaison to the Academic Senate from among its members who will attend Academic Senate meetings and report back to the council. The liaison to the Senate should be an academic senator; if not, the council shall select a member, who will become a non-voting member of the Senate.

Additional duties of the chair

The chair of the Curriculum and Educational Policies Council is an *ex officio* voting member of the Campus Planning Committee and the Resource Planning Process.

Revised: April 12, 2012.