

## **College Curriculum Council (CCC)**

### **1. Charge**

- a. The College Curriculum Council shall review curricular offerings to ensure that academic standards and the goals of the undergraduate curriculum are properly met. When goals are not being met, the Council shall propose to the Faculty the means for doing so.
- b. It shall review curricular offerings with a view to coordinating them and avoiding needless duplications.
- c. The Council shall have the power to examine, evaluate and approve all educational offerings in the undergraduate curriculum, including all courses offered for credit, all concentration programs, and all independent study programs. It shall refer all educational offerings that come to it that have a significant graduate component to the joint subcommittee on undergraduate and graduate instruction.
- d. It shall have jurisdiction over special educational programs such as the Internship Program, the Honors Program and Advising Programs; and it shall oversee prizes and premiums.
- e. It shall periodically conduct reviews of undergraduate educational programs of Departments, Centers, and Programs and shall make recommendations for changes to the academic units concerned and to the Administration. The Council may also make general recommendations for improvements in the undergraduate curriculum to the Administration and to the Departments, Centers, and Programs.
- f. It shall refer to the joint subcommittee on undergraduate and graduate instruction (which in turn will refer to the Academic Priorities Committee) all questions that require Faculty action pertaining to: (a) educational matters that affect all students in the University; (b) changes in the requirements of the Graduate School or of the School of Medicine that impinge on undergraduate education.
- g. It shall hear reports annually from the Dean of Admission and the Director of Financial Aid.
- h. It shall make annual reports to the Faculty of its activities during the preceding year.

### **2. Membership**

There shall be eight faculty members; five students, four from the College and one from the Graduate School; and five administrators, ex-officio members, including the Dean of the College, an Associate Dean named by the Dean of the College; an Associate Dean for Undergraduate Biology Education; and the Registrar.

### **3. Organization**

The Dean of the College shall be the Chair of the Council; the Registrar shall serve as Secretary. The Vice Chair, who shall be elected annually by the entire Council from among the faculty members, shall preside in the absence of the Chair. An Executive Committee shall consist of the Chair, the Vice Chair, the Registrar, and one student elected annually by the entire Council. The Executive Committee shall call meetings and establish agenda, which, however, may be changed by majority vote of the Council at a meeting. The Council shall meet regularly at least once a month. Its meetings shall be open to the University community, but the Council may go into executive session when it sees fit.

In order to assist the Council in its work, the Council is authorized to establish subcommittees.

The Council shall delegate authority to the Registrar for administering the mechanics of the curriculum. The Registrar shall be responsible for informing the Council of the specific mechanisms he or she devises.