

College Instruction and Curricular Affairs Committee Report

Rob Shannon, Chair

Spring Semester, 2012

The College Instruction and Curricular Affairs Committee reviews all undergraduate and graduate course and curriculum proposals brought forth by College units and faculty. Each unit and interdisciplinary program has representation on the Committee, which typically meets three times each semester. The Committee's faculty and staff representation and other information on submitting course and program proposals are published at: <http://agsci.psu.edu/faculty-staff/teaching-and-learning/college-resources/icac>. Meetings are coordinated with Faculty Senate Committee on Curricular Affairs meetings so that proposals can be moved forward in a timely manner for final University review and approval.

In the 11-12 academic year, the Committee has considered **35** curriculum and course proposals originating from faculty and units within the College (21 undergrad course and program proposals and 14 grad course and program proposals). Committee meeting dates and actions on course and program proposals are published monthly in the College's Undergraduate Program Updates, available at: <http://agsci.psu.edu/faculty-staff/news/undergrad-ed-updates>. Over the past year, all proposals moved forward to the undergraduate Senate Committee on Curricular Affairs (SCCA) have been approved by SCCA. College representation on SCCA for the 11-12 academic year was provided by Rob Shannon (SCCA Chair) and John Coupland, faculty Senator from Food Science.

As another informational item, beginning 4/18/2012, all new course and course change proposals submitted through CSCS will require a 100-150 word description of any travel associated with the course, and courses will not be allowed to span semester begin/end dates. A similar statement about course travel will soon be required for courses with one-semester titles (X97, X98, X99). An online "program submission" system similar to CSCS for courses will be piloted next year in the fall semester.

All program proposals require the submission of a short prospectus (a P-1 prospectus for approval of new majors, options and minors, phase out of minors; or P-6 prospectus for phase out of majors) prior to the submission of a program proposal for College and Faculty Senate approval. Units developing program proposals are responsible for preparing prospectuses, which are submitted by the Associate Dean for Undergraduate Education for preliminary review by the Administrative Council on Undergraduate Education. More information on prospectuses and prospectus format can be found at <http://www.psu.edu/oue/aappm/>.