

## **Role of the Undergraduate Curriculum Committee**

**Policy adopted by the Senate, May 8, 1979 and revised May 17, 1994**

Undergraduate proposals reviewed by the Deans, and Undergraduate Council (when appropriate) will be forwarded by the Office of the Provost to the Undergraduate Curriculum Committee.

This committee shall be composed of the Provost, Curriculum Services, the Dean of the Division of Academic Engagement and Student Achievement, one representative from each college and SDSU Imperial Valley selected by the Committee on Committees, and two students named in accordance with procedures approved by the Associated Students Council.

The Undergraduate Curriculum Committee shall be responsible for the review of undergraduate curricula to include additions, deletions, and changes in curricula, giving special consideration to those items which are of an interdepartmental and/or university-wide interest. The committee shall report all approved changes to the Senate. Ordinarily, approval by the committee shall be the final step at the local level required for including any undergraduate curriculum proposal in the San Diego State University General Catalog, except for approval of the use of courses in the graduate shall be forwarded to the Senate as action items. Also, if as many as four members of the Undergraduate Curriculum Committee so request, a proposal shall be placed on the agenda of the Senate for final action.

Any individual, department, Dean, or college curriculum committee may request the Undergraduate Curriculum Committee to review any decision on any curriculum proposal. The committee may agree to review the matter and inform all interested parties of the decision to review and of the date set for the review, or the committee may decide not to review and promptly inform the appellant of its decision.