



# Curriculum and Course Development in the College of LAS

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**COLLEGE OF LIBERAL ARTS & SCIENCES**  
AT ILLINOIS

# LAS Courses and Curricula Committee

- Standing committee of the College
- Faculty members serve staggered two-year terms and represent the 8 LAS electoral groups
- Includes four additional members (undergrad student, grad student, academic professional, specialized faculty) with full voting rights
- LAS Associate Dean for Curricula and Academic Policy leads committee



# LAS Courses and Curricula Committee

- Meets every two weeks throughout the academic year
- Reviews all new and revised LAS courses (including those submitted for General Education credit) and new and revised LAS programs
- Agenda and materials are made available in Box the week prior to each meeting



# Course Review

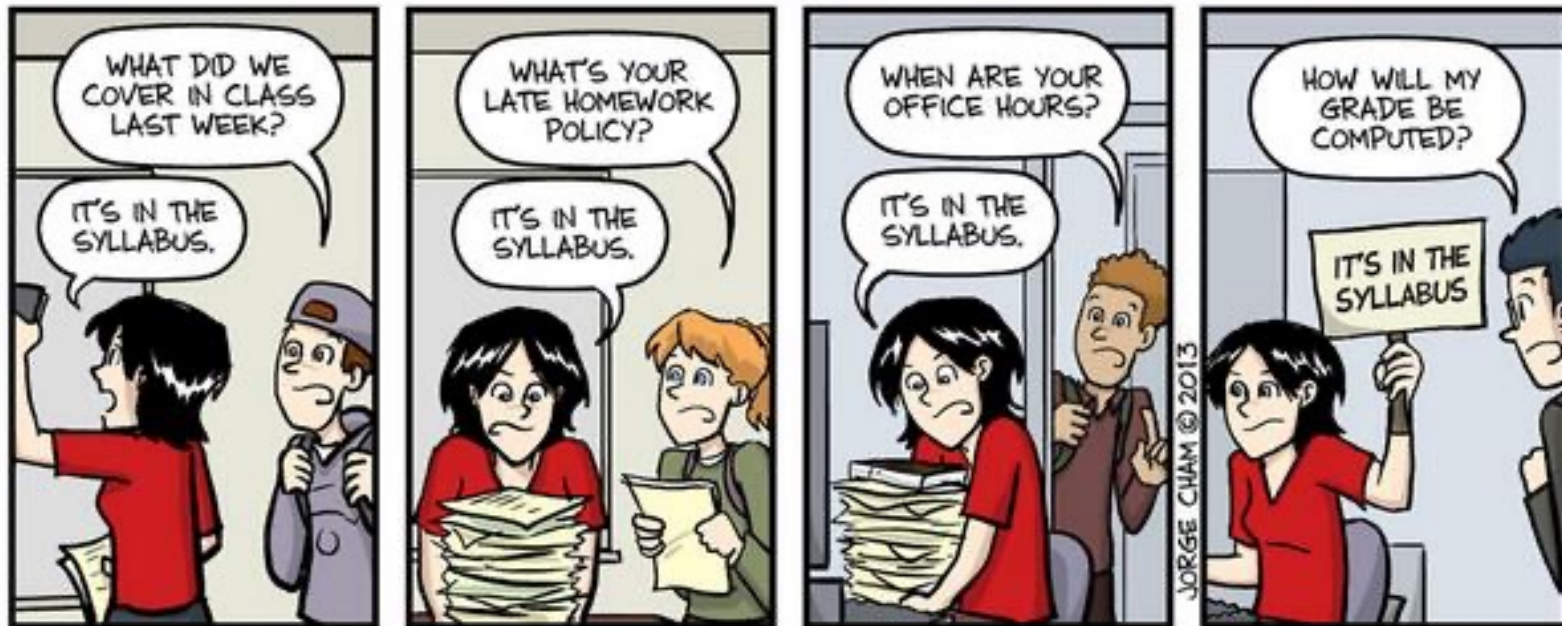
Some items to consider:

- Is the course described clearly? Does it follow the required guidelines for the Academic Catalog?
- Is there overlap with other courses on campus?
- Is the level/credit appropriate given the course workload?
- Does the course syllabus follow Office of the Provost and LAS required guidelines?
- Are students graded using multiple measures?



# LAS Course Syllabus Requirements

Designed with student and faculty audiences in mind, and includes specific accreditation requirements



## IT'S IN THE SYLLABUS

This message brought to you by every instructor that ever lived.

[WWW.PHDCOMICS.COM](http://WWW.PHDCOMICS.COM)



# Course Review

## Committee Actions

- Approve
- Approve with revisions (typically minor)
- Reexamine the course proposal and/or syllabus once revisions have been made



# Course Review

## After review

- 100-, 200-, and 300-level courses are forwarded to the Office of the Provost
- Courses proposed for General Education credit are also reviewed by the LAS General Education Committee and, once approved by campus, the General Education Board
- 400- and 500-level courses that award graduate credit are forwarded to the Graduate College



# Curricula Review

- Units submit proposals for new and revised curricula using the CIM-P module
- LAS CCC evaluates the proposal on its academic merits. Does it follow required LAS and campus guidelines?
- LAS Dean's Cabinet reviews for fiscal implications (if any)
- New programs are also reviewed by the LAS Executive Committee





# Curricula Review

- Once approved, graduate curricula are sent to the Graduate College; all others are sent to the Office of the Provost for submittal to the Senate Educational Policy Committee (EPC)
- EPC conducts its review; upon approval, proposal is presented to the Academic Senate
- After Senate approval, Board of Trustees and IBHE approvals are required for new programs



# Undergraduate Certificate Review

- Highlights a narrower field than concentration or a minor; generally most appropriate for students across a variety of majors
- 3-4 courses (one core course) and 9-15 hours
- Reviewed and approved by LAS CCC only



# Resources

## Requirements for LAS Course Syllabi

[https://las.illinois.edu/system/files/inline-files/LAS%20Syllabi%20Requirements\\_1.pdf](https://las.illinois.edu/system/files/inline-files/LAS%20Syllabi%20Requirements_1.pdf)

## Checklist for LAS Course Syllabi

[https://las.illinois.edu/system/files/inline-files/Checklist%20for%20LAS%20Syllabi%20%28LAS%20CC%209\\_0.pdf](https://las.illinois.edu/system/files/inline-files/Checklist%20for%20LAS%20Syllabi%20%28LAS%20CC%209_0.pdf)



# Resources

Office of the Provost guidelines on proposing new courses

<http://provost.illinois.edu/policies/policies/courses/proposing-new-courses/>

Office of the Provost's guidelines for new or revised programs

<https://provost.illinois.edu/education-1/courses-programs/guidelines-for-new-or-revised-programs/>

Approval processes for LAS courses and curricula

<https://las.illinois.edu/faculty/courses>

<https://las.illinois.edu/faculty/curricula>



# Contact Information

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