

Curriculum and Course
Development in the College of
Liberal Arts and Sciences

August 2016

LAS Courses and Curricula

- Standing committee of the College
- Faculty members serve staggered two-year terms; represent the 8 electoral groups
- May include up to four non-faculty members (undergrads, grad students, academic professionals, instructional staff) with full voting rights
- Dean's designee serves as ex officio member

LAS Courses and Curricula

- Meets every two weeks throughout the academic year
- Reviews new courses (including those submitted for General Education credit) and new and revised programs
- Agendae, minutes, and materials are made available in Box the week before each meeting

Course Review

Items to consider:

- Is the course described clearly?
- Is there overlap with other courses on campus?
- Is the level/credit appropriate given the course workload?
- Does the course syllabus provide adequate information about the course?
- Are students graded using multiple measures?

Course Review

Committee Actions

- Approve
- Approve with revisions (typically minor)
- Reexamine the course once revisions have been made

Course Review

After review

- 100-, 200-, and 300-level courses are forwarded to the Provost's office
- Courses proposed for General Education credit are also reviewed by the LAS Council on General Education and the campus General Education Board
- 400- and 500-level courses that award graduate credit are forwarded to the Graduate College

Curricular Review

- Units submit program proposals in Senate format to the college
- LAS Courses and Curricula committee evaluates the proposal on its academic merits
- LAS Dean's Cabinet reviews for fiscal implications (if any) and submits to LAS Executive Committee for review

Curricular Review

- Once approved, graduate curricula are sent to the Graduate College; all others are sent to the Provost's office for submittal to Senate Educational Policy Committee (EPC)
- EPC conducts its review; upon approval, proposal is presented to the Senate
- After Senate approval, Board of Trustees and IBHE approval may also be required

Useful Resources

- provost.illinois.edu/programs/cps/
Office of the Provost guidelines on courses and curricula
- www.senate.illinois.edu/ep/
Senate Committee on Educational Policy
- www.las.illinois.edu/faculty/curricula
LAS guide to approval of courses and curricula