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

August 2018
LAS Courses and Curricula

• Standing committee of the College
• Faculty members serve staggered two-year terms; represent the 8 electoral groups
• Includes four additional members (undergrad student, grad student, academic professional, specialized faculty) 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)
• New degrees are also reviewed by the LAS Executive Committee
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

• https://provost.illinois.edu/education/courses-programs/
  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