

Proposed Revision to the University Curriculum Committee Bylaws

<https://apps.reg.uga.edu/UniversityCouncil/bylaws>

Background

Recent changes to the University Council Bylaws regarding standing committee's adherence to Robert's Rules of Order now results in standing committees being unable to allow substitutes unless such as rule permitting substitutes is codified in its bylaws. Additionally, a proposal was presented to the Executive Committee in September 2023 to revise the Executive Committee bylaws to prohibit substitutes and to terminate members who miss more than three consecutive meetings. ~~This proposal is now under consideration by the Committee on Statutes, Bylaws, and Committees.~~

Justification

The practice of the Curriculum Committee is to allow members to send substitutes in their place if they are unable to attend a meeting. The Curriculum Committee is comprised of elected faculty from the various schools and colleges on campus, and should a member be unable to attend a meeting, that school or college would be without representation and unable to contribute to the committee's important work. The absence of enough members without substitutes would result in a lack of quorum, which would impede the progression of curriculum-related proposals and could delay in offering new or updated academic programs. Accordingly, the Curriculum Committee would like to add verbiage to its bylaws to permit substitutes.

Proposed Policy Revision

A. Membership

Faculty: One voting member of the Curriculum Committee shall be elected from the faculty of each School or College, except for the Franklin College of Arts and Sciences, which shall have two faculty members, one representing the Sciences and the other the Arts and Humanities. Faculty must hold ~~the a~~ terminal degree for their discipline. Faculty may be elected from within or outside the University Council and shall serve three-year terms. **When necessary, members of the Curriculum Committee may be represented by substitutes. The member must notify the chair before a meeting if they are sending a substitute. No person can represent more than one member at a meeting. Substitutes to the Curriculum Committee must be a member of the same group (faculty, student, or administrator) and be members of the same school or college as the members for whom they are substituting.**

Students: One undergraduate and one graduate/professional student shall be elected as Committee members by the student members of the University Council. The student members of the Curriculum Committee may be elected from within or outside the University Council. They shall serve a one-year term as voting members.

Administration: The Senior Vice President for Academic Affairs and Provost, or an appointed representative, shall be a non-voting member.

Curriculum Committee Chair: The Chair of the Curriculum Committee shall be elected at the last meeting of each year from among the faculty members with academic rank on the Committee by those with voting privileges. The Chair of the Curriculum Committee shall vote on committee matters only in the case of a tie. Upon election of the Chair, a replacement faculty representative shall be elected from the Chair's School or College.

B. Duties

1. To review all changes in course offerings, although the primary responsibility for initiating the modification, addition, and deletion of courses shall reside with the various schools and colleges.
2. To review recommendations from the various schools and colleges regarding the establishment, major modification, including the change of the name of a course, section, division, or department, or discontinuance of any degree program and to recommend action to the University Council.
3. To advise the Council and the President on ~~the establishment or discontinuance of~~ **establishing or discontinuing** schools or colleges in the University.
4. To consider and recommend to the Council action on other curricula matters which may affect the University as a whole or relations between two or more schools or colleges.