

Implementation of Faculty Senate Approved Degree Program Expectations: Recommended Modifications: Version 2 based on feedback from faculty and academic leadership

On May 5, 2014, the Faculty Senate established that all degree programs must achieve and maintain Degree Program Expectations (DPEs) for curriculum and assessment. The Faculty Senate charged the Advisory Council for Curriculum & Assessment (ACCA¹) with modifying curriculum and assessment processes to:

1. Incorporate a peer-review feedback process for curriculum based on the DPEs at both the college and university committee levels;
2. Move the peer-review feedback process of Annual Assessment Reports to the college level (where review is conducted by faculty closer to the discipline);
3. Align the Academic Program Review/ Specialized Accreditation process with the DPEs; and
4. Replace the University Assessment Committee with a Faculty Senate-charged University Curriculum and Assessment Council (UCAC).

Recommendations

ACCA recommends the following modifications to the Senate charge identified above:

1. College committees will peer-review (and approve) curriculum proposals for catalog based on DPEs. Potential cross-college duplication and impacts will be addressed in a systematic manner early in the process:
 - Catalog staff inform faculty and Associate Deans of potential duplication and impacts;
 - College agendas are shared for review by Associate Deans and UUC, UGC for cross-college impacts and interdisciplinary discussion, UUC/ UGC provide input to Associate Deans; and
 - Associate Deans address potential duplication, impacts, resources, and specialized accreditation.
2. College committees will review and provide feedback on Annual Assessment Reports based on DPEs.
3. Academic Program Review/ Specialized Accreditation process will be aligned with DPEs (NAU will continue its current practice of having external reviewers, and NAU administration review reports). University committees will review and provide feedback on programs' achievement of DPEs.
4. A Faculty Senate-charged "Curriculum & Assessment Coordinating Committee" will replace the University Assessment Committee AND the Advisory Council for Curriculum & Assessment.

Description of changes to processes:

ACCA recommends the following modifications to college and university curriculum and assessment processes:

- 1) Each College Curriculum & Assessment Committee² will:
 - a) Review undergraduate and graduate curriculum proposals (new courses and programs, revisions and deletions to current courses and programs) and vote to approve for inclusion in the Academic Catalog, pending Dean³ and Provost approval. Note that the University Undergraduate Committee (currently the University Curriculum Committee) and the University Graduate Committee will have the opportunity to review college agendas for cross-college duplication and impacts, to conduct interdisciplinary discussions, and to provide input to Associate Deans. The Fast Track process will continue to be used for specific curriculum changes.
 - i) Prior to review by the college curriculum and assessment committee, the curriculum proposal will go through a "pre-review" process to ensure: alignment with curriculum policies and Academic Catalog requirements; address course duplication or proliferation considerations and potential impacts to other programs; examine resource implications; and/or any additional approval processes required by some programs' specialized accrediting bodies.
 - (a) Catalog staff inform faculty and Associate Deans of potential duplication and impacts;
 - (b) College agendas are shared for review by Associate Deans and UUC, UGC for cross-college impacts and interdisciplinary discussion, UUC/ UGC provide input to Associate Deans; and
 - (c) Associate Deans address potential duplication, impacts, resources, and specialized accreditation.

¹ Advisory Council for Curriculum & Assessment (ACCA): a Faculty Senate committee composed of the chairs of the Academic Standards Committee, Extended Campuses Curriculum Committee, Faculty Senate Executive Committee, Liberal Studies Committee, University Assessment Committee, University Curriculum Committee, and University Graduate Committee. Ex officio members include representatives from the Academic Chairs Council, Academic Associate Deans Academy, Faculty Professional Development, eLearning, and Office of Curriculum, Learning Design and Academic Assessment.

² The Extended Campuses Curriculum & Assessment Committee will function as a College Curriculum & Assessment Committee, reviewing curriculum proposals and Annual Planning and Progress Reports for the academic units under its charge. To view the relationships of academic units to their respective College Curriculum & Assessment Committees or to the Extended Campuses Curriculum & Assessment Committee, please see: <https://nau.edu/university-policy-library/wp-content/uploads/sites/26/Curriculum-Committee-Structure-2018-2019.pdf>

³ In Extended Campuses, the Associate Vice President for Academic Affairs will serve in a parallel function as a college Dean.

- ii) For course proposals seeking a **Liberal Studies Designation**, the Liberal Studies Committee (LSC) sub-committee members for that designation (Distribution Block, Junior Level Writing, or Capstone), with the Liberal Studies Program Director, will review the proposal using the criteria set by the LSC. The LSC sub-committee will either (a) recommend approval of the designation to LSC as a consent item or (b) provide detailed feedback to the course proposer concerning why the proposal does not meet the criteria. Following the recommendation, the college committee will proceed with their review of the course as specified above. Note that the LSC must approve the designation.
 - iii) For course proposals seeking a **Diversity Designation**, a representative(s) from the Diversity Sub-Committee of the University Undergraduate Committee (currently the UCC), with the Diversity Sub-Committee Chair, will review the proposal using the criteria set by the Diversity Sub-Committee. The Diversity Sub-committee will either (a) recommend approval of the designation to Diversity Sub-Committee as a consent item or (b) provide detailed feedback to the course proposer concerning why the proposal does not meet the criteria. Following the recommendation, the college committee will proceed with their review of the course as specified above. Note that the Diversity Sub-Committee must approve the designation.
- b) Review academic unit's Annual Assessment Reports. Committees will provide feedback on degree programs' assessment and curriculum design strategies and efforts, and overall academic unit progress toward the achievement of Degree Program Expectations.
 - c) Provide recommendations to their college's Dean(s)³, the Curriculum & Assessment Coordinating Committee (CACC)⁴ and Provost based on college-level maintenance of DPEs.
- 2) University-level committees will focus on academic units' achievement and maintenance of the Degree Program Expectations by reviewing sections of the Academic Program Review or Specialized Accreditation aligned with their committee charge. Recommendations from the applicable committees will be compiled and submitted to the academic unit, Dean(s) and Provost to be considered as part of the unit's Action Plan.
- a) Specifically:
 - i) **The University Undergraduate Committee** (UUC; will replace the University Curriculum Committee) will examine sections of all NAU undergraduate programs' reports as part of their Academic Program Review/ Specialized Accreditation. Review and feedback of undergraduate programs and courses will focus on program's achievement of the DPEs.
 - ii) **The University Undergraduate Committee's Diversity Sub-Committee** will review academic unit's Diversity courses and request revisions, as needed, to ensure continued alignment to U.S. Ethnic and Global Diversity designations.
 - iii) **The Liberal Studies Committee** will review academic unit's Liberal Studies courses and request revisions, as needed, to ensure continued alignment to Distribution Blocks, Junior Level Writing and Capstone designations.
 - iv) **The University Graduate Committee** (UGC) will examine sections of all NAU graduate programs' reports as part of their Academic Program Review/ Specialized Accreditation. Review and feedback of graduate programs and courses will focus on program's achievement of the DPEs.
 - b) University-level committees will provide recommendations to Deans, Provost, and the CACC based on institution-wide achievement of DPEs.
 - c) University-level committees will continue to fulfill other responsibilities as directed by the Faculty Senate, such as managing the Liberal Studies Program, recommending policies related to graduate studies, and so on.
- 3) The **Curriculum & Assessment Coordinating Committee** will replace ACCA and the University Assessment Committee as a Faculty Senate charged committee.

⁴ Membership of the CACC will likely be similar to the composition of the ACCA.