

Curricular Review Procedures
UCAP Statement
March 2004 (Revised April 2006)

In order to provide guidance on when curricular review is warranted, the University Curriculum and Policy Committee has created this procedure statement.

Any bulletin changes involving curriculum or policy issues must go through curricular review, with the exception of:

- Personnel Changes
- Typographical errors
- Introductory material

The following non-policy related actions and or practices go through the curricular review process:

Course Proposals

- New Course
- Change in credits in existing course
- Change in title of existing course
- Change in course designator of existing course
- Change in course number of existing course
- Change in grading method of existing course
- Proposing or rescinding dual listing of existing course
- Course withdrawal, including withdrawal from General Education and when a course is required by a program outside the withdrawing department's College
- Change in course prerequisites

Program Proposals

- Change in department name*
- New Major*
- New Minor
- Change in Program Requirements:
 - Course added/deleted
 - Change in program prerequisites
 - Change in admission requirements
- Program Redesign
 - Add/Delete Option/Emphasis*
 - Change in Program Name*
 - Change in CIP number*
 - Change in total credits*
 - Change in degree award type*
- Program Replication*
- Program Relocation*
- Program Suspension*
- Program Reinstatement*
- Program Closure*

General Education/Cultural Diversity

- New General Education course
- Add GE category to existing GE course
- Add GE category to existing non-GE course
- Remove GE category from existing GE course
- Remove course entirely from GE
- New CD-core course**

- New CD-related course**
- Remove course from CD designation

*Requires notification and/or application to MnSCU

**Include learning outcomes for cultural diversity, specify topic/assignments related to cultural diversity, and give a statement expressing how cultural diversity designation is met.