Section D. Task Force recommendations

To implement the curriculum approval identified in this report, the task force recommends the following actions:

a. Rescind current curriculum documents; Replace with sections A, B, C, D, and Appendix 1-4
b. Create a one-stop website for curriculum approval information (process, forms, Courseleaf links, review criteria, definitions, policies, resources)
c. Update CourseLeaf to match course approval process outlined in this report and design updated forms (Course Proposal and Example Syllabus)
d. Review and update the charge, membership, and term limits for the UOCC
e. Support the UOCC in planning, facilitating, and hosting annual orientation for department and college curriculum committee chairs/representatives to overview the proposal process
f. Support the UOCC in providing ongoing and regular support throughout the academic year for faculty drafting proposals and/or department and college curriculum committee chairs/representatives (topics include how to write a proposal, facilitation of committee discussions and processes, approval criteria, CourseLeaf instructions, etc.)
g. Establish summer FTE for the faculty planning/facilitating the annual orientation and ongoing, regular support for proposal authors and chairs of department/college curriculum committees
h. Establish a course release for college curriculum chairs and the UOCC chair to manage transition, implementation, and committee workload for a minimum of three years
i. Establish default in Canvas for all courses to include course elements that are constant every time courses are offered; This includes: catalog copy, course title and number, number of credits, prerequisites and corequisites, repeatability, CORE Ed/Cultural Literacy designations and statements, course description, learning objectives, and link to university policies
j. Establish a clear and efficient process to update and modify this report