UNIVERSITY CURRICULUM COMMITTEE
TYPES OF REVIEWS

A) Editorial Review:
Faculty and administrators can send their corrections directly to Mary Treviño in Academic Affairs (maryt@tamiu.edu) if those corrections are editorial in nature
- spelling errors
- font shifts
- grammatical errors
- errors of fact

B) Expedited Review:
Faculty and administrators must go through the entire process (with appropriate signatures), but the UCC will review and affirm or deny the proposed changes electronically. The bulk of the changes in this category are departmental matters. These include:
- course deletions
- changes in course title
- changes to course descriptions
- changes to minor requirements
- changes to pre-requisites
- addition or changes in lab fees
- addition/clarification of general college section
- reorganization of four-year plans which appear in the catalog

Note: Changes in course numbers are essentially new courses and fall under full review.

C) Full Review:
Faculty and administrators must go through the entire process (with appropriate signatures) and can expect the full committee to discuss the requests in open forum. These include:
- proposals for new programs
- deletion of degree programs
- alterations to Core Curriculum requirements
- alterations to major curriculum and degree plans, include Program of Requirements and 4-year sequence
- addition of minors
- addition of new courses to include:
  - course prefix, number, title
  - measurable student learning outcomes
  - semester credit hour value; lecture/lab hours if applicable
  - course description with applicable prerequisites
  - where course will apply, i.e., major/minor/required/elective
  - if concepts will be introduced, reinforced or applied
  - grade type: normal, CR/NC, P/F

D) Non-Traditional Contact Hour Review:
Departments will certify that any courses with non-traditional contact hour arrangements (i.e., internet-based courses, blended on-line/faceto-face courses with fewer than traditional contact hours, study abroad courses offered in compressed formats, weekend courses, etc.) meet the same Student Learning Objectives as equivalent traditionally delivered courses. This certification will be verified each semester as course schedules are approved through the university’s normal curriculum review, including departmental and college committees, and the University Curriculum Committee. Final approval rests with the Provost and Vice President for Academic Affairs.

(updated 02/15)