

Rules Committee

Proposed bylaw changes for
micro-certificate approvals

Context

- Micro-Certificate

- A micro-certificate is an organized program of study tied to specific professional competencies at the undergraduate or graduate levels, requiring students to earn 6-11 credit hours. All courses comprising micro-certificates are completed at Winthrop University. Students who are only enrolled in micro-certificates are classified as non-degree students and are, therefore, ineligible to receive financial aid.

- Approval



Proposed changes

- Article VIII – Standing Committees of the Faculty Conference
 - Section 6, University Curriculum: add adding/dropping micro-certificate
- Article XI – Curricular Review
 - Section 1: add adding/dropping micro-certificate
 - Table I: Process for Approving Matters Relating ONLY to Undergraduate Curriculum: add adding/dropping micro-certificate

Article VIII – Standing Committees of the Faculty Conference

Section 6 University Curriculum. This committee shall be responsible to the Faculty Conference for reviewing proposed changes in the undergraduate curriculum to ensure that the changes are consistent with university policy and that they do not contradict the interests of any academic division. The committee shall have authority to seek the correction of typographical and other non-substantive errors in the recommendations it receives.

The committee shall have authority to act on behalf of the Faculty Conference on recommendations from a college of the following types: adding a course, dropping a course, renumbering a course, changing the prerequisites or corequisites of a course, **and** adding or changing requirements for a minor, **and adding or dropping a micro-certificate**. See Article XI. This authority shall not be construed to limit the right of the faculty to review and act on academic policies at any time.

Following each meeting of the committee, a report of its actions shall be communicated promptly to the members of the Faculty Conference.

Article XI – Curricular Review

Section 1 Process for Approving Matters Relating Only to Undergraduate Curriculum. Curriculum recommendations shall be reported to the Committee on University Curriculum. If all members of the committee agree that the recommendation is consistent with University-wide policy and does not infringe upon the legitimate interests of any other academic division, the committee shall vote to approve the recommendation...

[...]

Such approval shall be communicated promptly in the report of the committee to the members of the Faculty Conference and shall be placed on the agenda of the Academic Council. If the committee is not unanimous in its approval, the recommendation shall be placed on the agenda of the Academic Council with a record of the committee's vote on the recommendation.

Academic Council shall review and vote on the recommendation, with the following exceptions:

b. If the recommendation is for

- i. Adding a course
- ii. Dropping a course
- iii. Renumbering a course
- iv. Adding or changing prerequisites or corequisites to a course
- v. Changing requirements for a minor
- vi. Changing a grade mode on a course

vii. Adding or dropping a micro-certificate

viii. A recommendation in which a vote was not required of the Committee on University Curriculum and that committee's action was to approve the recommendation then a vote is not required unless the recommendation is questioned. If the recommendation is not questioned then the recommendation shall become the action of the Academic Council.

Table I: Process for Approving Matters Relating ONLY to Undergraduate Curriculum

Curriculum Action	College Assembly Votes	EPC Votes	CUC Votes	AC Votes	FC Votes
Rename course or change course description; add, change or drop a designator, change a grade mode on a course	Yes	If applicable	Only if questioned	Only if questioned	Only if questioned
Add, drop or renumber a course; add or change requirements for a minor	Yes	If applicable	Yes	Only if questioned	Only if questioned
Add or change a prerequisite or corequisite	Yes	If applicable	Yes	Only if questioned	Only if questioned
<u>Add or drop a micro-certificate</u>	<u>Yes</u>	<u>If applicable</u>	<u>Yes</u>	<u>Only if questioned</u>	<u>Only if questioned</u>
Add or drop a minor	Yes	If applicable	Yes	Yes	Only if questioned
Change graduation requirements in a major (no change in overall # of hours)	Yes	If applicable	Yes	Yes	Only if questioned
Change # of hours needed to complete a degree program	Yes	If applicable	Yes	Yes	Yes
Add or drop a degree program	Yes	If applicable	Yes	Yes	Yes