

College of Public Health & Human Sciences Curricular Structure and Process

Objectives:

- Process must retain faculty role in determining curriculum
- Process must reinforce the rationale for organizing faculty within the school structure
- Process must provide opportunity for interdisciplinary input (corollary of previous bullet)
- Process must strive for efficient oversight, achieving objectives without being burdensome to faculty
- Process must allow for coordination of College-Wide curricula across both schools

Curricular Process

The Social & Behavioral Health Sciences (SOBE) Human Sciences, the Biological & Population Health Sciences (BioPop) Human Sciences, and the Public Health curriculum committees consider curricular proposals, which proceed according to the following stratifications:

Full Consideration: by the SOBE Human Sciences, BioPop Human Sciences, or Public Health Curriculum Committee and then School Faculty at a faculty meeting:

- All Category I proposals – new degree programs; new or reorganized academic units
- Category II proposals – new courses; major revisions to courses, majors, options, or minors

Expedited Consideration: by the SOBE Human Sciences, BioPop Human Sciences, or Public Health Curriculum Committee and then School Faculty via e-mail communication with an invitation and deadline for input, which will register faculty approval (nonresponse is interpreted as approval) or may result in a decision to bring the proposal to a faculty meeting:

- minor revisions to courses, majors, options, or minors

Exempt Consideration: by the SOBE Human Sciences, BioPop Human Sciences, or Public Health Curriculum Committee and forwarded to Co-Directors:

- housekeeping corrections to courses, majors, options, or minors (e.g., updating to reflect changes in course numbers or deleting discontinued courses; creation of Special Topics course numbers)

The purpose of the SOBE Human Sciences, BioPop Human Sciences, and Public Health Curriculum Committees is to review curricular proposals to ensure coherence with the mission and goals of the respective academic programs and compliance with the elements and format required by the curricular proposal process. The function of these Curriculum Committees is to prepare the proposals for consideration by faculty at the School level.

Curricular Flow for Proposals Originating at the Program Level and Proceeding through the Respective School(s):

Proposals pertaining to the *Athletic Training, Exercise & Sport Science*, or the *Nutrition* curricula are considered by the BioPop Human Sciences Curriculum Committee, which is comprised of:

- Exercise & Sport Science undergraduate coordinator
- Exercise & Sport Science graduate coordinator
- Nutrition undergraduate coordinator
- Nutrition graduate coordinator
- 1 PH faculty member (not a track coordinator)
- 1 undergraduate student and 1 graduate student; 1 from EXSS and the other from NUTR

Proposals pertaining to the *HDFS* curriculum are considered by the SOBE Human Sciences Curriculum Committee, which is comprised of:

- HDFS undergraduate coordinator
- HDFS graduate program coordinator
- 1 Public Health faculty member (not a track coordinator)
- 1 undergraduate student
- 1 graduate student

Proposals pertaining to *Public Health* curriculum are considered by the Public Health Curriculum Committee, which is comprised of:

- Biostats Program Coordinator
- Epi Program Coordinator
- ESH Program Coordinator
- HMP Program Coordinator
- HPHB Program Coordinator
- International Health Program Coordinator
- 1 EXSS faculty member (not a coordinator)
- 1 HDFS faculty member (not a coordinator)
- 1 NUTR faculty member (not a coordinator)
- 3 Public Health students: 1 undergraduate, 1 MPH, 1 doctoral

Students are invited to join the Curriculum Committee by a Co-Director, with input from program faculty.

A quorum for a Curriculum Committee action is having a majority of the faculty members in attendance (or responding by e-mail for matters acted upon through e-mail).

Proposals approved by the Public Health Curriculum Committee are sent to one or both of the Schools, as appropriate, for approval at the school level. Proposals approved by the BioPop Human Sciences Curriculum Committee and the SOBE Human Sciences Curriculum Committee are sent to their respective School for approval.

Upon approval by the School faculty, Full- and Expedited-Consideration curricular proposals then proceed to the College of Public Health & Human Sciences (CPHHS) Curriculum Committee. Typically Exempt Consideration curricular matters can be communicated directly to the Registrar's Office to be put into effect.

CPHHS Curriculum Committee

Full- and Expedited Consideration curricular proposals that have been approved by the appropriate school or schools proceed to the CPHHS Curriculum Committee, which is comprised of:

PH faculty member from BioPop
PH faculty member from SOBE
Human Sciences faculty member from BioPop
Human Sciences faculty member from SOBE

Members are appointed by the Dean, after consultation with School Co-Directors. Terms will be for one year, and members can serve consecutive terms.

Upon approval by the CPHHS Curriculum Committee, curricular proposals then proceed to the Dean's Office to be forwarded to the University level of curriculum consideration.

Approved by the faculty in Biological & Population Health Sciences 1/19/12

Approved by the faculty in Social & Behavioral Health Sciences 1/27/12

Revised by Co-Directors 6/26/13. Specifically, (1) the acronym for Biological & Population Health Sciences was changed to BioPop for consistency with other College documents, and (2) the name and membership of the curriculum committee for the Social & Behavioral Health Sciences (SOBE) human sciences was revised to be parallel to the curriculum committee for the human sciences in BioPop.