

**Committee on Courses of Instruction  
Amendment to Bylaw 13.16**

To: Academic Senate, Santa Cruz Division

The Committee on Courses of Instruction (CCI) proposes to amend Bylaw 13.16 to clarify areas with regard to course approval authorization. When the Committee on Educational Policy (CEP) was amending its charge to create the new committee, the powers regarding approval of new undergraduate courses were not carried forward as part of a conforming change to CEP’s charge but are required in the bylaws establishing CCI.

We provide the following justification for changes in each section pertaining to the CCI Charge.

Section 13.16.2 was missing review of courses submitted by the Colleges and has been amended.

CCI Committee Charge changes:

<b>Existing Bylaw</b>	<b>Proposed Bylaw</b>
13.16.1 There are six Senate members, one from each academic division and one from the School of Engineering. In addition, there is one undergraduate student representative, and the Associate Registrar, ex officio non-voting	<b>13.16.1</b> no change
13.16.2 Reviews, coordinates and takes final action on all matters relating to courses of instruction, including approval of new courses, modifications, withdrawal, conduct, content, credit valuation, classification of existing courses, prerequisites, the numbering and catalog description of courses. Reviews requests for exceptions to Division Regulations governing courses of instruction. The Committee shall, after consultation with the department(s) concerned, have the authority to delete from the catalog any course that has not been offered for six consecutive years. Consults, and advises departments and individual members of the Division on courses of instruction.	13.16.2 Reviews, coordinates and takes final action on all matters relating to courses of instruction, including approval of new courses, modifications, withdrawal, conduct, content, credit valuation, classification of existing courses, prerequisites, the numbering and catalog description of courses. Reviews requests for exceptions to Division Regulations governing courses of instruction. The Committee shall, after consultation with the department(s) concerned, have the authority to delete from the catalog any course that has not been offered for six consecutive years. Consults, and advises <b>faculties of colleges</b> , departments and individual members of the Division <del>on</del> <b>when matters relating to their</b> courses of instruction <b>are before the Committee.</b>

<b>13.16.3</b> Approves General Education designations for courses based on CEP criteria. Is responsible for approving courses for fulfillment of the American History and Institutions requirement.	<b>13.17.3</b> no change
<b>13.16.4</b> Approves Graduate Student Instructors and Undergraduate Teaching Assistants for undergraduate courses based on CEP criteria.	<b>13.17.4</b> no change
<b>13.16.5</b> Reviews and acts on all petitions from Students for exception to the Regulations of the Academic Senate including those found in the Santa Cruz Division. Considers grade appeals as allowed under Appendix C of the Santa Cruz Division Manual.	<b>13.17.5</b> no change
<b>13.16.6</b>	<b>13.16.6</b> <b>Consistent with Senate Bylaws 20 and 310A.4, CCI may delegate routine administrative decisions related to academic policies and regulations of the Division to the University Registrar and College Provosts.</b>
	<b>13.16.7</b> <b>CCI will monitor and review on an annual basis all delegated decisions.</b>

UNIVERSITY OF CALIFORNIA, SANTA CRUZ  
Committee on Courses of Instruction Amendment to Bylaw 13.16

AS/SCP/1861-3

Respectfully submitted;

COMMITTEE ON COURSES OF INSTRUCTION

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May 8, 2017