

## **Curriculum and Educational Policies Committee** (from the St. Olaf Faculty Manual)

- a. General purpose is to consider and initiate plans and proposals designed to further the academic interests of the College in the light of its stated aims and objectives.
- b. Responsibilities include:
  - 1) To recommend to the faculty desirable procedures and policies directly affecting the educational work of the College including additions and deletions of course offerings, degree requirements, alterations in curricular design, and organization of the academic calendar.
  - 2) To review and recommend for faculty approval the addition and deletion of semester course offerings relating to major or elective courses.
    - a) Courses submitted to CEPC for both general education and major or elective course credit are reviewed by both GEC and CEPC. Upon receiving recommendation from GEC and CEPC the courses will be passed on to the faculty for final approval in a joint proposal from GEC and CEPC.
    - b) Courses submitted to CEPC for only major or elective course credit are reviewed by CEPC. Upon receiving recommendation from CEPC the courses will be passed on to the faculty for final approval.
  - 3) To act on behalf of the faculty in studying and approving summer school, on-campus interim, and continuing education programs.
  - 4) Courses submitted to CEPC for both general education and major or elective course credits are reviewed by both GEC and CEPC. Final general education course credit is granted by GEC and final major or elective course credit is granted by CEPC.
  - 5) Courses submitted to CEPC for only major or elective course credit are reviewed by CEPC. CEPC grants final course approval.
  - 6) For any of the above courses that do not come to the faculty for approval, CEPC shall circulate to the faculty the following information: the title and level of the course, brief description of the course (catalog statement), faculty teaching the course, type of credit being proposed for the course. This notification invites all faculty members to address concerns regarding the individual courses proposed.
  - 7) To recommend to the faculty special curricular programs.
  - 8) To act in a review and advisory capacity for matters relating to the programs of teacher education, and interdisciplinary, summer school and continuing education programs.
  - 9) To hear appeals from students for exceptions to the foreign language requirement.
  - 10) To recommend to the faculty candidates for honorary degrees. The college policy on granting honorary degrees consists of three categories:

11) Persons of literary or academic distinction, especially for work not leading to a degree in course.

12) Pastors and other workers within the church for special services, responsibilities, and achievements in the interest of the Kingdom of God.

13) In the legitimate interests of public relations. It has also been general practice to award degrees on occasions to outstanding teachers in sister Lutheran colleges. Honorary degrees should be awarded on the basis of merit of the individual involved in terms of his or her accomplishments, especially those of an academic nature and those pertaining to a general contribution to society. No one field of interest needs to be given greater attention than any other. The College has generally limited the number of honorary degrees awarded in a single year to two or three candidates.

c. Personnel:

1) Five representatives, one elected by each of the Faculties

2) The College Librarian, or representative

3) The Dean of the College

4) The Registrar

5) Two Students (the second with voice but not vote)

d. The term of office for elected faculty representatives shall be three years. The terms shall be staggered.

e. The Chair, elected by the CEPC from among its membership, will be a tenured member of the faculty.