

University Policy and Procedure Change Form

Please complete this form to submit new policies and procedures or revisions to existing ones for official publication in the NSU *Policy and Procedure Manual*. Forward the completed form to Brigett Scott, Chair of the Policy and Procedure Committee email: Brigett.scott@nicholls.edu

<input checked="" type="checkbox"/> New or <input type="checkbox"/> Revised	Section Number/Title: 1.14.2 Academic Standing Committees
Effective date:	April 2019
Source of Change:	<input type="checkbox"/> Policy change initiated by statute or rule from the State of Louisiana, the Board of Regents, or the University of Louisiana System Board of Supervisors <input checked="" type="checkbox"/> Policy change that are the result of activities by the policy or procedure-making bodies of the University through the President's Cabinet <input type="checkbox"/> Informational change that does not need to be cleared with policy or procedure-making bodies
Office of origin:	General Education Committee
Key contact person:	Kaisa Young
Name and location of related documents (forms, guidelines, samples, etc.): <i>Provide electronic attachments when possible</i>	V://Admins/GENED/2019-20 CAT changes-proposals/URCommitteeProposal_Feb2019.docx
Policy/procedure applies to (check all that apply):	<input checked="" type="checkbox"/> Faculty members <input type="checkbox"/> Civil service employees <input type="checkbox"/> Professional/administrative staff <input checked="" type="checkbox"/> Students <input type="checkbox"/> All of the above
Approved by:	<i>Sue Westerbeke / Provost & VPAA&SA</i>

REASON FOR CHANGE

Many of our existing University Required courses do not meet SACSCOC ([2018 Principles of Accreditation: Section 9, pg. 21-22](#)) definition of general education, as several University Required courses have prerequisites that are not general education courses, focus on career or major-specific skills, or included in a discipline that is not within a defined general education area.

Procedure(s):

PROPOSED CHANGE: Create a new university-level committee to oversee and create a comprehensive vision for University Required courses that are distinct from the general education program (computer literacy, oral communication, writing intensive, and freshman seminar). University Required courses would no longer be considered part of the Nicholls General Education program or the responsibility of the General Education Committee.

FROM

This would add to the existing policy. There is no previous policy to revise.

TO:

1.14.2.12 University Required Education Committee (URED)

Purpose: To make recommendations regarding the university required hours with specific emphasis on meeting BOR and SACS requirements; review and approve courses fulfilling the university required hours; oversee assessment of university required competencies

Reports to: Provost and Vice President for Academic Affairs through the Faculty Senate

Membership (14):

- One faculty member from each of the university required areas: Computer Literacy, Oral Communication, Writing Intensive, and Freshman Seminar
- One faculty member from each of the following colleges: Business Administration, Nursing, Education & Behavioral Sciences, Liberal Arts, Sciences & Technology, and the Chef John Folse Culinary Institute
- One student appointed by SGA
- Chair, Courses & Curricula (ex officio nonvoting)
- Chief Articulation Officer (ex officio nonvoting)
- One representative from the Office of Assessment and Institutional Research (ex officio nonvoting)

Duties/Procedures:

- Convened by the chair once a semester and otherwise as needed.
- Articulate and clarify the guidelines and expectations for courses meeting the university required hours in computer literacy, oral communication, writing intensive, and freshman seminar.
- Review and approve courses as fulfilling the university required education hours.
- Oversee assessment of the university required education competencies in approved courses.

Approved: _____

President Jay Clune

<i>For PPM Committee use only:</i>	
Date Reviewed by PPM Committee	5/1/19
Date Sent to UC	
Date Approved by President's Cabinet	
President's Approval (signature) obtained	5/2/19
Addition/Revision to P&P Manual (date, Section, made by)	Date: 5/3/2019 Section: 1.14.2.12 Made by: <i>Brigit Scott</i>
Date of Campus Notification	5/3/2019