

**MISSISSIPPI STATE UNIVERSITY
COLLEGE OF AGRICULTURE AND LIFE SCIENCES
CURRICULUM COMMITTEE**

Charter

Charge

A. The College of Agriculture and Life Sciences Curriculum Committee (CALSCC) will assess course and curriculum proposals to determine:

1. If they are within the scope of the stated mission and goals of the College of Agriculture and Life Sciences.
2. If they contain excessive duplication of current courses or curricula.
3. If they follow the *UCCC Guide and Format for Curriculum Proposals*.

B. The principal responsibility for formulating and evaluating curriculum lies with the faculty, through the departmental curriculum committees and the CALSCC. These committees advise the administration on these matters. The administration customarily follows this advice. On those extraordinary occasions when this advice is not followed, the administration will identify the reasons that render the proffered advice unwise or impractical and so inform the faculty (adapted directly from the *Principles for University Governance*).

C. The CALSCC will report to the Dean of the College of Agriculture and Life Sciences.

Composition

The CALSCC shall be composed of one member from each department within the CALS, a representative (appointed by the Dean of CALS) of the college serving on the University Committee on Courses and Curricula (UCCC) (as a non-voting member), and the Director of Undergraduate Advising (as a non-voting member). Members are elected to the committee by the faculty of the departments they represent. The chair of the committee shall be elected by the members of the CALSCC on an annual basis. The length of appointment for committee members is three years. Appointments are staggered to promote continuity. Committee members may be reappointed after their three year term is complete.

Frequency of Meetings

Ordinarily, the committee shall meet at least once each semester (excluding summer terms). Meetings are called by the chair, or a majority of the committee members. Business may be conducted by email if deemed appropriate by the chair.

Recommendations

All recommendations made by the committee must be approved by a simple majority of committee members. The committee will not meet without a simple majority of its voting members or their representative.

Amendments

Proposals to amend this charter may be made by the committee at any time. Proposed amendments must be circulated to CALSCC members at least two weeks before a vote can be conducted, and subsequently approved by the Dean.

Approved:

Dean, College of Agriculture and Life Sciences

Date

March 1, 2012