

Curriculum Council Structure (per *IWU Faculty Handbook*, Chapter II-9)
(Approved by the General Faculty at 4/21/2014 Faculty Meeting)

a. *Organization.* The Curriculum Council shall consist of one representative elected by each educational unit, the Associate Dean of Curriculum and Faculty Development (or a designee) *ex officio* without voting privileges, and two voting student members chosen by the Student Senate. Student members may be named to committees of the Curriculum Council but shall not be designated as *ex officio* members of any committee established to deal with personnel matters. Representatives of educational units shall be elected for two-year terms. Membership on the Curriculum Council precludes membership on CUPP, the Promotion and Tenure Committee, Faculty Development Committee, and the Assessment Committee. For the purpose of electing representatives to the Curriculum Council, educational units shall be constituted as follows: The Schools of Art, Theatre Arts, and Music; The School of Nursing and the Physical Education Department; the Division of Business and Economics; the Division of Humanities; the Division of Natural Sciences; the Division of Social Sciences; and the Library faculty. The Curriculum Council shall elect a Chairperson and Vice Chairperson. The position of secretary rotates among the Committee members excluding the Chair. The Curriculum Council shall determine its own rules of procedure, which shall be published in the *Faculty Handbook* subject to the provisions of Article IV. A majority of the voting faculty membership shall constitute a quorum for the conduct of business.

b. *Functions.* The Curriculum Council shall advise and make recommendations to the faculty or to the President on all matters concerning the curriculum (including The General Education Program and The Gateway Colloquia), calendar, credit, individual courses, and other matters relating to academic affairs. It may call attention to budget needs to the extent to which they affect academic affairs. It may appoint panels from its membership or recommend to the President appointment of committees consisting of members of the Curriculum Council, the general faculty, the administration, the student body, or any combination thereof, to perform special tasks or projects. Recommendations concerning subjects within the Curriculum Council's jurisdiction may be made by any member of the faculty, student body, by departments or schools, or by the President or Provost. The Council shall consider such recommendations and make a final report or recommendation to the faculty.

c. *Reports and Records.* The Curriculum Council shall submit its recommendations to the General Faculty Meeting for approval, except as it may provide for final action by the Curriculum Council on matters of minor or routine nature. All actions taken by the Curriculum Council shall be recorded in minutes of its proceedings and distributed to the faculty.

d. *Procedures for Conducting Elections.* Representatives to the Curriculum Council shall be elected according to consistent procedures approved by a vote of the general faculty. Such procedures shall assure that no faculty member of the educational unit will be deprived of the opportunity of being elected. Election of representatives shall take place prior to the faculty election provided for in Article V. Vacancies shall be filled by the same procedures used for the election of a representative. Representatives elected to fill a vacancy shall serve until the end of the regular term of the representative they are replacing.