

of the College are properly assessed and resources are identified to support the courses or programs.

3.2.5 A semester hour is a unit of credit earned for academic work that includes no less than one hour of classroom or direct faculty instruction AND a minimum of two hours of out-of-class student work for approximately fifteen weeks for one semester (or the equivalent amount of work over a different amount of time); OR a semester hour is a unit of credit earned for an equivalent amount of work, as required above, for other academic activities as established by the institution, including laboratory work, internships, practica, and other academic work leading to the award of credit hours.

3.2.5.1 Curriculum Committee determines the appropriate number of credit hours to be assigned to any core curriculum course, based on the recommendation of the department chairman of the department in which the course is offered. Curriculum Committee's decision must be approved by the President (see 3.4.4).

3.2.5.2 For a non-core curriculum course, the course's department chairman determines the appropriate number of credit hours to be assigned, consulting the Curriculum Committee as directed in 3.9.2.

3.3 Meeting Schedule

3.3.1 The Undergraduate Curriculum Committee must meet at least once annually to review and evaluate the existing curriculum.

3.3.2 Furthermore, the Undergraduate Curriculum Committee is to be convened by the Vice President for Academic Affairs whenever a decision regarding the core curriculum or consultation regarding the addition or deletion of departmental course offerings is needed. The decision to convene such a meeting may be made by the Vice President for Academic Affairs on his own initiative or in response to a request by a member of the committee or in response to a directive from the President.

3.3.3 The Graduate Faculty Council will meet as needed to fulfill its responsibilities, and it shall meet at least once annually.

3.4 Curriculum Review and Evaluation

3.4.1 The review of the undergraduate core curriculum is the on-going duty of the Undergraduate Curriculum Committee. The core curriculum courses from each department shall be reviewed regularly, at least once every four years. The reviews will examine the departmental core curricular offerings in themselves and in relation to other courses of the core curriculum.