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Department By-Laws:

EAS Curriculum Committee

Overview:

The curriculum committee consists of 4 members. The curriculum committee is meant to generate plans of action on the curriculum based the needs identified by the department as a whole. The plans created by the committee are then presented to the department as a whole (via email or during meetings) and voted upon before becoming actionable.

How the committee is selected:

The department chair appoints the curriculum committee.

<u>Timeline</u>:

The Graduate Program Steering Committee is selected every 3 years, at the same meeting at which the department chair is selected.

Responsibilities:

- Create documents to suggest changes in curricula when the department wants to make changes.
- Discuss course enrollment numbers and draft suggested changes in curriculum (or prerequisites) in order to increase enrollment.