Bylaws of the
University Undergraduate Core Committee (UUCC)

Version: 4.0   **Responsible University Official:** Provost

Effective Date: October 25, 2023

1.0   Committee Scope and Definition

The University Undergraduate Core Committee (UUCC) is the academic governance body responsible for the development, implementation, assessment and revision of the University Core, including:

- The University Core Student Learning Outcomes (SLOs)
- The University Core components (both curricular and non-curricular) that fulfill the University Core Student Learning Outcomes
- Approval of courses and experiences that fulfill University Core requirements
- All related policies and procedures that govern the University Core

In addition, the UUCC will coordinate with campus partners regarding co-curricular programming and services directly related to and/or integrated with the University Core (including but not limited to: academic advising, mentoring, learning communities, tutoring, faculty development and training, academic support programs, and other Core-related initiatives integrating/bridging Academic Affairs and Student Development).

2.0   Committee Role in Shared Governance Structure

The UUCC is a standing committee established by the Provost. The UUCC will solely govern the University Core (and related policies, as defined above), while the Undergraduate Academic Affairs Committee (UAAC) will solely govern all non-Core curricula (and related policies, per current UAAC Bylaws).

> *NOTE: Until the new, University Undergraduate Core is fully implemented for all SLU undergraduate students, UAAC will continue to govern changes to existing undergraduate core curricula still required for some classes/groups of students.*

Like UAAC and GAAC, the UUCC is administratively housed in and governed by the Office of the Provost.

3.0 UUCC Composition & Terms of Service

Composition

The UUCC shall be composed of 31 faculty, administrators and students designated either by virtue of their position (ex-officio) or elected/appointed as representatives of particular unit constituencies. The committee will be chaired by the Director of the Core (a position reporting directly to the Provost). The Administrative Assistant to the Core will serve as the permanent Secretary of the Committee.

Members	Member Status	Term	Voting Rights	Appointment Method
Director of the Core (Chair)	Ex-Officio	permanent	No	Per Position
Assistant Director of the Core	Ex-Officio	Permanent	NO	Per Position
Associate Director of the Core: Writing Across the Curriculum	Ex-Officio	Permanent	No	Per Position
Associate Director of the Core: Ignite Seminar	Ex-Officio	Three-Year	No	Per UUCC policies
Associate Director of the Core: Cura Personalis	Ex-Officio	Three-Year	No	Per UUCC policies
Associate Director of the Core: Theological and Philosophical Foundations	Ex-Officio	Three-Year	No	Per UUCC policies
Associate Director of the Core: Eloquentia Perfecta (Written and Visual Communication)	Ex-Officio	Three-Year	No	Per UUCC policies
Associate Director of the Core: Eloquentia Perfecta (Oral Communication and Creative Expression)	Ex-Officio	Three-Year	No	Per UUCC policies
Associate Director of the Core: Equity and Global Identities	Ex-Officio	Three-Year	No	Per UUCC policies
Associate Director of the Core: Collaborative Inquiry	Ex-Officio	Three-Year	No	Per UUCC policies
Associate Director of the Core: Reflection in Action	Ex-Officio	Three-Year	No	Per UUCC policies
Associate Director of the Core: Madrid Campus	Ex-Officio	Three-Year	No	Per UUCC policies
University Registrar representative	Ex-Officio	permanent	No	Per UUCC policies
Faculty Representative, University Libraries	Representative	Three-Year	No	Per Library Policies
SGA Representative	Representative	One-Year	No	Per SGA Policies
Division of Student Development Representative	Representative	permanent	No	Per VP Student Dev
University Academic Advising Representative	Representative	permanent	No	Per Univ. Academic Advising policies
Assoc. Dean, Undergraduate Affairs, College of Arts & Sciences	Ex-Officio	permanent	No	Per Position
Asst. Provost for Assessment & Accreditation	Ex-Officio	permanent	No	Per Position
Jesuit Community Representative	Representative	permanent	No	Per Provost
Humanities Division Faculty Representatives (2), College of Arts & Sciences	Representative	Three-Year	Yes	Per CAS Policies
Social Sciences Division Faculty Representatives (2), College of Arts & Sciences	Representative	Three-Year	Yes	Per CAS Policies
Natural Sciences Division Faculty Representatives (2), College of Arts & Sciences	Representative	Three-Year	Yes	Per CAS Policies
At-Large Faculty Representative, College of Arts & Sciences	Representative	Three-Year	Yes	Per CAS Policies

SLU-Madrid Faculty Representative, College of Arts & Sciences	Representative	Three-Year	Yes	Per Madrid Policies
Faculty Representative, Chaifetz School of Business	Representative	Three-Year	Yes	Per JCSB Policies
Faculty Representative, School of Science and Engineering	Representative	Three-Year	Yes	Per SSE Policies
Faculty Representative, School of Education	Representative	Three-Year	Yes	Per SOE Policies
Faculty Representative, School of Social Work	Representative	Three-Year	Yes	Per SSW Policies
Faculty Rep, School for Professional Studies	Representative	Three-Year	Yes	Per SPS Policies
Faculty Rep, College for Public Health & Social Justice	Representative	Three-Year	Yes	Per CPHSJ Policies
Faculty Rep, Valentine School of Nursing	Representative	Three-Year	Yes	Per SON Policies
Faculty Rep, Doisy College of Health Sciences	Representative	Three-Year	Yes	Per Doisy Policies

Terms of Service

The Director of the Core is appointed for three-year renewable terms. Associate Directors of the Core are appointed for three-year renewable terms. The elected/appointed faculty representative members of UUCC are elected/appointed for three-year terms, up to a maximum of three terms (consecutive or nonconsecutive). Terms will be staggered. Annual terms of membership are defined by the dates of each academic year, starting with the Fall semester.

With the UUCC chair's advance approval, UUCC members may invite other faculty, staff, students or guests to attend committee meetings as non-voting consultants to offer expertise as needed.

UUCC members are responsible for communicating regularly with their represented constituencies about proposals and related UUCC activity.

4.0 Policies & Procedures

All proposals for changes to the University Core Student Learning Outcomes, University Core curriculum, and/or related academic policies/requirements must be submitted and approved by members of the UUCC.

An agenda will be sent prior to each meeting. Only committee members may add items to the agenda.

All proposals requiring a vote will be listed on an agenda, disbursed, and publicly published no less than 3 days in advance of the meeting in which the vote will occur.

A quorum for the UUCC will be 12 of the voting members; for a proposal to pass it must garner at least 9 affirmative votes. Members may vote in-person or through synchronous technology (e.g. telephone, Zoom). Voting by email may be used at the discretion of the UUCC Chair. Proxy voting is not allowed.

All proposals will be deemed either non-material or material. The determination of what changes are non-material or material is made by the UUCC, via a process it determines appropriate.

Non-Material Changes require no additional approval beyond UUCC.

Material Changes are further approved via the following process:

1. Proposals are sent to each college/school that grants baccalaureate degrees [excluding the College of Philosophy and Letters] for approval by the faculty of each college/school in a manner determined by the college/school (e.g., by the faculty as a whole, or by a faculty governance committee/faculty council).
   a. Should the faculty of a college/school reject a proposal, an explanation and suggestion for amendment must be provided to the UUCC. The UUCC will then work to secure approval by any outstanding colleges/schools or amend the original proposal.
   b. Amended proposal(s) will be resent to each college/school for approval.
2. If approved by all colleges/schools, proposals will advance to the Council of Academic Deans and Directors for approval.
3. If approved by CADD, proposals will advance to the Provost as recommendations for final approval.
   a. Should Board of Trustees approval be required (as determined by the Provost), the Office of the Provost will advance such proposals to the Board.

The UUCC Chair may choose to adhere to the most recent edition of Roberts Rules of Order to govern UUCC parliamentary procedure.

The UUCC may establish short-term task forces and/or standing sub-committees to facilitate its work. The UUCC Chair may also request faculty, staff, and/or students with particular expertise and/or experience to serve on any such sub-component of the Committee.

5.0   Meetings

The regular schedule of full UUCC meetings will be determined by the UUCC Chair.

Additional meetings may be called as needed by the UUCC Chair.

As possible, all UUCC meetings will be accessible via videoconferencing software (e.g., Zoom).

6.0   Bylaw Amendments

Proposed amendments to these Bylaws may only be submitted by members of the UUCC or the Provost.

Proposed amendments must be submitted to the UUCC Chair in writing one month before consideration and will be forwarded to all members at least two weeks prior to voting.

1. A quorum for the UUCC will be 12 of the voting members; for an amendment to pass it must garner at least 9 affirmative votes.

2.   If approved by UUCC, an amendment will advance to the Council of Academic Deans and Directors for approval.

3.   If approved by CADD, an amendment will advance to the Provost as a recommendation for final approval.

7.0 Approvals

This document was:
1. Approved by CADD: 12-13-17
2. Approved by Provost: 12-13-17
3. Amended by UUCC: 1-23-18
4. Approved by CADD: 3-21-18
5. Approved by Provost: 3-21-18
6. Amended by UUCC: 2-5-19
7. Approved by CADD: 3-20-19
8. Approved by Provost: 3-20-19
9. Amended by UUCC: 4-14-20
10. Approved by CADD: 6-24-20
11. Approved by Provost: 6-24-20
12. Approved by UUCC: 3.22.23
13. Approved by CADD: 10.25.23