Committee for Undergraduate Education
Recommended Updated Committee Charge & Membership

Committee Charge

The Committee for Undergraduate Education (CUE) is a standing subcommittee of the Academic Coordinating Commission (ACC). CUE consists of faculty, staff, and students dedicated to the oversight of the general education curriculum, under the guidance of ACC and the Associate Vice President for Academic Affairs.

The committee meets regularly during the academic year in order to advance the following responsibilities:

- Advise the Academic Coordinating Commission on all curriculum matters related to general education, including the acceptance of courses for listing as fulfilling General University Requirements (GURs), first-year academic programs and all courses bearing the SMNR prefix, and oversight of the Writing Proficiency (WP) requirement.

- Promote the goals of the university’s general education requirements and writing expectations, as part of a liberal arts education.

- Review and assess the degree to which the university’s general education and writing goals have been achieved, as part of a liberal arts education.

- Communicate assessment findings, recognition, and recommendations for improvement to ACC, university colleges, and appropriate departments.

- Consult and collaborate with the Vice President for Academic Affairs, the University Writing Program, and the First-Year Mathematics Program.

- Report to the ACC.

Membership

Voting Members

In accordance with the ACC, unless otherwise specified, the term of appointment for voting members is two consecutive years. Committee members may stand for reappointment for two additional two-year terms. If a voting member serves for three consecutive terms (6 years), they must remain off of CUE for one year before becoming eligible for reappointment.

- One faculty representative from each of the following colleges/areas:
  - College of Business and Economics
  - College of the Environment
  - College of Fine and Performing Arts
○ College of Humanities and Social Sciences - Social Sciences
○ College of Humanities and Social Sciences - Humanities
○ College of Science and Engineering
○ Western Libraries
○ Woodring College of Education

● Designee from ACC (appointed by ACC for a one-year term)
● Head of Writing Instruction Support (term limit indefinite based on occupancy of position)
● Two students who have taken GURs at Western (appointed by the Associated Students Board of Directors for one-year terms)
● CUE Chair

Advisory Members
● Fairhaven College of Interdisciplinary Studies
● Associate Vice President for Academic Affairs
● Director of Advising or designee
● Designee from the Registrar’s Office

Committee Chair
The chairperson of the Committee serves as an at-large faculty representative, and is elected by members of CUE near the end of spring quarter. The chairperson must be a faculty member who has experience teaching GUR courses.

Reportage
The committee meets five times a quarter or more often as required, usually on Thursdays at 4 pm. An electronic copy of the approved minutes for each meeting shall be forwarded to ACC via the Office of Faculty Senate within twenty-one days of the meeting.