GOVERNING TTU OP: Not applicable.

PURPOSE: The purpose of this School of Veterinary Medicine (SVM) policy document is to define the role and membership of the SVM Curriculum Committee.

DATE OF POLICY: 11JAN2022

REVIEW: This SVM Policy shall be reviewed in the summer of even numbered years by the SVM Curriculum Committee. Revisions will be forwarded to the Dean’s Executive Leadership Council for review and disposition.

POLICY/PROCEDURE

BACKGROUND: The curriculum is managed centrally based on the mission and resources of the school. The curriculum will be designed to help the SVM achieve its purpose of serving rural and regional communities. The design and delivery of curricular content is the purview of the SVM faculty with curriculum oversight and revision provided through the Curriculum Committee. The SVM Curriculum Committee has the primary role of oversight of the professional curriculum for the Doctor of Veterinary Medicine degree program. The Curriculum Committee membership is made up from TTU SVM faculty, students, and clinical partners. The Curriculum Committee will make recommendations for action to the Sr. Associate Dean for Academic and Student Affairs who will confirm those actions with the Executive Leadership Council pending available resources.

ROLES OF THE COMMITTEE: The roles of the TTU SVM Curriculum Committee are to:

1. Consider all matters pertaining to the establishment, review, and refinement of the DVM curriculum;
2. Facilitate vertical and horizontal integration of the curriculum;
3. Approve new syllabi and syllabi that have >10% cumulative change in content, major changes in assessment, or other significant course changes;
4. Develop academic policies for delivery of the DVM program;
5. Review end-of-semester course outcomes and provide feedback to course coordinators, and conduct, where needed, course reviews based on course outcomes;
6. Provide end-of-semester teaching evaluation reports, course evaluation reports, and course review reports to the Data Synthesis and Analysis Committee, and other reports as needed for outcomes assessment;
7. Review, at least annually, reports from the Data Synthesis and Analysis Committee;
8. A standing subcommittee will review Library and Information Services. This subcommittee will be chaired by the SVM Librarian; and
9. Initiate a comprehensive curricular review every seven years as required by the Standards of Accreditation.

ACTIVITIES OF THE COMMITTEE: The Committee will perform its work relative to the objectives of the TTU SVM to:

- Graduate practice-ready, competent, and confident veterinarians who will serve rural and regional communities across Texas;
- Provide access to affordable, high-quality veterinary medical education for Texans;
• Develop a research-intensive School that enhances and complements the strengths of TTU and the TTUHSC and addresses the needs for research and expertise in veterinary medicine, food- and fiber-animal production, and the health sciences;
• Provide opportunities for graduate education and research, and advanced clinical training in internships and residencies;
• Support sustainability of livestock industries as they feed growing state, national, and global populations; and
• To improve human, animal, and ecosystem health by integrating innovative One Health activities into our education, scholarship, and service activities.

REPORTING: The Curriculum Committee reports to the Sr. Associate Dean for Academic Affairs. Recommendations from the Curriculum Committee will be reviewed by the Dean’s Executive Leadership Council.

COMMITTEE MEMBERSHIP AND MEETINGS: This committee will be made up of members, representing faculty, staff, student(s), and community members. Each Committee member, except for student members, will be appointed by the Dean or the Sr. Associate Dean of Academic and Student Affairs:
• Sr. Associate Dean for Academic and Student Affairs – Chair
• Associate Dean for Clinical Programs – ex officio
• Curriculum and Assessment faculty member
• Library, Archive, and Information Services faculty member
• Director for Outcomes Assessment
• 7 faculty members representing various discipline areas
• 2 practice partner veterinarians
• 4 students, with 1 student from each class.
• Staff member – minutes (non-voting)

LEADERSHIP AND TERM LENGTHS: Term lengths of initial faculty members will be staggered. Subsequent terms will be three years. Student representatives will be selected by the corresponding class each year. Members may be renominated upon completion of their terms. The Sr. Associate Dean for Academic and Student Affairs will be the Chair of the Committee.

QUORUM:
A quorum, which will consist of two-thirds of the voting membership of the Committee, will be required for all meetings in which issues are to be brought to a vote. The Chair votes in cases of a tie.

MEETING FREQUENCY AND AGENDA:
The Curriculum Committee will meet at a minimum of twice per semester or more frequently as need arises, and the agenda will be shared among Committee members at least 48 hours prior to the scheduled meetings.