Butler University

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Course Dispute Policy

Butler University

Recommended Citation

Course Dispute Policy

Process: Faculty member contacts the chair of the Core Curriculum Committee at which point the chair notifies the Registrar of the dispute. The registrar tables the course until the dispute is resolved. The Chair acknowledges the dispute and informs the faculty member of the process for resolving disputes.

The chair notifies the CCC that the dispute will be discussed at the next CCC meeting after the 15 day posting period. All involved parties (faculty member who proposed the course, the faculty member(s) who raised the issue and the relevant core area director) will be invited to the meeting. Both sides will make their arguments for and against the course. At this point the area director can request the course go back to the area committee. Unless the course is sent back to the area committee, the core curriculum committee will meet separately no later than the next CCC meeting to determine the final outcome.

The final outcome could be a decision to approve the course as is, to approve the course pending revision, to reject the course, or to send the course back to committee. The initial vote will be to uphold the approval of the course or not. If the course is approved with no changes, then the registrar will notify the university community that the course has been approved. If the course is approved with revision, it will be reposted for another 15 day period in order to notify the university community of the new course. (At this time, the petitioner cannot lodge additional complaints about the course.) If the CCC decides NOT to uphold the course, then the committee will vote to determine if it wants to send the course back to the area committee for further discussion.

Criteria for sending course back to the Area committee:

1) The course might work in the core but NOT in the area submitted.
2) Additional information was revealed in the discussion of the course when all parties were present and as a result the CCC wants more input from the area committee.

If the CCC believes the dispute reflects a larger area issue, i.e. a lack of clarity in the description of a particular core area, then the CCC may ask the core area committee to examine the issue in order to make a proposal to the CCC. After the area committee has responded to the CCC with the proposal, the CCC will approve or not approve. If approved, the chair will present it to the Faculty Senate. Note: the CCC can at any time ask an area committee to consider an issue the CCC considers relevant to the area committee and the core curriculum.