

# **West Chester University**

## **Article 31 Section E Implementation Agreement**

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The APSCUF Collective Bargaining Agreement (CBA) explicitly provides the University's curriculum committee with the authority to engage in recommending curricular action regarding class size.

Article 31.E.1 states that the "...processes and procedures for recommending curricular action (including but not limited to guidelines on program review, program and course initiation, class size, and similar recommendations), which shall be developed and approved at local meet and discuss." (p. 99)

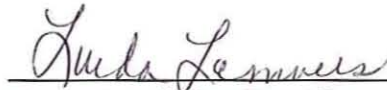
To address the above language Management and APSCUF agree to the following procedures:

1. For the purpose of setting and reviewing criteria for class size recommendations, and initially to review all class size proposals/recommendations, the Course Review and Revalidation Sub-Committee will be temporarily enlarged to include
  - a. Five or more faculty appointed by the CAPC Chair as follows: A Committee chair and at least four other faculty members selected so that each college is guaranteed one representative and no college has more than two representatives; and
  - b. A College Dean appointed by the Provost
2. The following current practices and policies of CAPC will continue to operate for the review of class size recommendations and related policies:
  - a. Any criteria proposed by the Course Review and Revalidation Sub-Committee will be reviewed by the regular order of CAPC business, to include a formal recommendation to the Provost for approval, adoption, and implementation.
  - b. The respective academic and graduate deans will have the opportunity to provide a recommendation on each proposed class size before the proposals are forwarded to CAPC.
  - c. The President or his/her designee shall review and respond to CAPC's class size recommendations with a written explanation for any disapproval.

The temporary change to the Course Review and Re-Validation Sub-Committee will expire at the end of 2015-2016 academic year unless renewed by the undersigned.

 Date 1-24-2014  
CAPC Chairperson

 Date 1-15-2014  
APSCUF President

 Date 1-24-2014  
Provost and Vice President  
for Academic Affairs