



University of Pittsburgh
Provost's Advisory Committee on Undergraduate Programs
Policy AC 52

Implementing Executive: Provost and Senior Vice Chancellor
Responsible Unit: Office of the Provost
Category: Academic
Effective Date: July 18, 2021

I. Purpose

This Policy establishes the Provost's Advisory Committee on Undergraduate Programs (PACUP), including this body's responsibilities, operations, and membership.

II. Scope

This Policy describes the operations and purpose of PACUP which serves at the discretion of the Provost and Senior Vice Chancellor (SVC-P).

III. Policy

PACUP serves to monitor the overall quality of the undergraduate programs of the University of Pittsburgh (University) and to advise the SVC-P on matters related to undergraduate programs at the University. This section establishes the responsibilities, operations, and membership of PACUP.

A. Responsibilities

- i. To review, evaluate, and make recommendations to the SVC-P concerning basic standards, regulations, and policies applicable to all fields of undergraduate study;
- ii. To review, evaluate, and make recommendations to the SVC-P concerning proposals from school deans, regional presidents, and/or directors of University centers for the creation, modification¹, or termination of undergraduate majors, degree programs, certificate programs, and academic departments or schools. This

¹ For more information on the types of modification PACUP needs to review, please visit:
<https://www.provost.pitt.edu/pacup>

charge also includes reviewing requests for new, specialized accreditation;

- iii. To monitor the assessment and evaluation of undergraduate education throughout the University by requesting and reviewing periodic reports on the current status (e.g., specialized accreditation, enrollment, program ranking, graduate outcomes) of all undergraduate degree and certificate programs and, when necessary, to conduct its own review of such programs; and
- iv. To periodically advise the SVC-P regarding the appropriate mix of undergraduate programs and courses being offered by the University as a whole, as well as national and global trends in undergraduate education.

B. Operations

PACUP shall hold regular meetings during the academic year as determined by the SVC-P or their designee. Meetings will typically only include PACUP members (closed meetings). PACUP may invite non-PACUP members to attend these meetings at its discretion. Meetings that are not closed will be announced as open meetings to faculty, staff, and students on PACUP's website at: <https://www.provost.pitt.edu/pacup> . Additional meetings may be called by the SVC-P or their designee. Meeting minutes approved by PACUP members will be posted at: <https://www.provost.pitt.edu/pacup> .

With the approval of the SVC-P, or their designee, PACUP has the authority to establish ad hoc committees or standing subcommittees from its own membership and/or from the University community, including other faculty, as necessary.

C. Membership

PACUP membership represents a breadth of professional leadership across the University, including faculty, staff, and students from all academic units that serve undergraduate students. The Vice Provost for Undergraduate Studies chairs PACUP and is responsible for overseeing the operations of this body. Membership to PACUP is at the discretion of the SVC-P.

Each undergraduate-serving Pittsburgh campus school and each regional campus at the University will have at least one (1) faculty representative on PACUP, recommended by the respective Pittsburgh campus school dean or the respective regional campus president. Each campus will have one (1) student representative on PACUP, recommended by that campus' dean of students and in consultation with the representative student governance body for undergraduate students. At the discretion of the SVC-P, additional school representation on PACUP will be considered based upon the size of the student population served and/or the breadth of the programs offered by the given school/campus.

Appointed faculty members serve on PACUP for three (3) academic years, with the opportunity for renewal. Typically, faculty membership renewal will not exceed two (2) consecutive membership terms or six (6) consecutive academic years.

The University Senate's Educational Policies Committee will have one (1) representative on PACUP, recommended by that committee's chair(s).

The Office of the Registrar will have standing representation on PACUP as determined by the SVC-P. The SVC-P may request additional staff representation on PACUP as necessary.

IV. Contact Information and Public Accessibility

This Policy is posted under Academic Policies on the Office of Policy Development and Management's website and can be found at: <https://www.policy.pitt.edu> .

For specific questions related to this Policy or PACUP, please contact the Office of the Provost at:

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