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Approval Signature	
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Approval Signature:	

Curriculum Committee Policy

CONTENTS:

Section I - Committee Functions

- A Curriculum Modifications
- B New Degree Programs
- C Archival, Curriculum
- D Archival, Program Review DocumeB Informal Changes to Existing Curriculum
- C Standard Changes to Existing Curriculum
- D Programmatic Changes to Existing Curriculum
- E Graduate Writing Assessment Requirement
- F Developing New Programs and Degrees



ACADEMY POLICY & PROCEDURE MANUAL

Section IV -Appendix



ACADEMY POLICY & PROCEDURE MANUAL

Senate's webpage. Maintenance of these online resources is the joint responsibility of the Committee Chair and Academic Support Staff.

SECTION III -



ACADEMY POLICY & PROCEDURE MANUAL

f. Materials to CC Chair The originating department must forward the SCR and all related materials to the Chair of the Curriculum Committee and the appropriate Academic Support Staff no less than two ~~weeks~~ before the scheduled CC meeting. The Chair of the Curriculum Committee will then forward the materials to all Committee members.

- g. The proposed change will be given a first reading for discussion only; the proposed change will return to the CC for a second reading ~~and vote~~ in the following month.
- h. CC Meeting The initiator is expected to attend the appropriate CC meeting and present the SCR and related materials.
- i. Approval If approved, the Chair of the Curriculum Committee [or their designee] shall forward the SCR and all related documentation to the appropriate academic administrator for final approval noting the recommendation of the Committee with respect to implementation of the curriculum change. If desired by any member of the Committee, a written dissenting opinion may also be forwarded for consideration. The specific discussion and voting results are available in the official minutes of Curriculum Committee meetings.

D. PROGRAMMATIC CHANGES T1 (S)eI (E)I(h)10.9 6 (RAM)-3.478p*.478p*.478omrion of tESe .2 (r)6u6.



ACADEMY POLICY & PROCEDURE MANUAL

b. Such changes must adhere to all relevant CSU and WSCUC requirements, and all documentation required by the CSU or WSCUC for a given curriculum change, other than CSUMA approvals, shall also be submitted to the



- n.[CC Meeting 3] The initiator is expected to attend the CC meeting and present PCR and related materials for the second reading and possible vote.
- o. After approval, the initiating department will present changes to the Faculty Senate.
- p. Approval If approved, the Chair of the Curriculum Committee [or their designee] shall forward the PCR and all related documentation to the appropriate academic administrator for final approval, noting the recommendation of the Committee with respect to implementation of the curriculum change. If desired by any member of the Committee, a dissenting opinion may also be forwarded for consideration.

E. Developing New Curricular Programs

General Remarks: Creating a new degree is a multi-step and potentially multi-year process that involves review and approval from several internal campus bodies and external review through the Chancellor's Office. This section of the Curriculum Committee Policy will refer initiators to information in the "Educational Master Planning Guide" and the California State University Chancellor's New Programs procedure. Please be sure that you are working with most recent requirements from these entities as you develop your materials for approval.

1. Projected Degree Proposals begin with a five-page Concept Paper as described in the "Educational Master Planning Guide" (see Section 5: Guidelines for Implementation of New Academic Programming).
 - a) The Concept Paper is submitted to the initiator's department for approval.
 - b) The Concept Paper is then submitted to the Curriculum Development Advisory Committee for approval.
 - c) The Concept Paper is submitted to the Curriculum Committee under the policies and procedures of a Programmatic Change. In addition to the Concept Paper the Curriculum Committee also receives a Curriculum Change Request Form (CCRF) and a Curriculum Change Request Form (CCRF) (see Section 5.12.7 (c) of the Policy Manual).



ACADEMY POLICY & PROCEDURE MANUAL

5. After approval in the Curriculum Committee, the New Degree Proposal must be submitted to the Faculty Senate for approval.
6. Initiators submit complete New Degree Proposal to the Chancellor's Office
7. After approval, initiators bring all new classes associated with the degree program through the Curriculum Committee following the procedures for Substantive Changes.



ACADEMY POLICY & PROCEDURE MANUAL

IV APPENDICES

C. TIMELINE FOR WHEN CHANGES MUST BE SUBMITTED TO THE



ACADEMY POLICY & PROCEDURE MANUAL

IV APPENDICES

E. GLOSSARY OF TERMS