Curriculum Committee

General Education Approval Process

Curriculum Committee: Gen Ed Approval Process Flow Submitting Curriculum **Curriculum Review Curriculum Office** Dean Department Committee **Panel** Start: Department decides to submit Review Panel will provide consultative Department support at completes new department's outline request CO reviews Department reviews Dean reviews and document and outline, signs off, signs off establishes Curric and sends to dean Comm date CO sends date notification Date notification **Date Notification Date Notification Review Panel** reviews documents Changes Needed? Review Panel work Submitting with submitting department work department: with Review Panel. Minor changes: the Iterative process review committee ends with final may assign to one version member; Major changes will involve entire committee. Review Panel may revise CC docket date Submitting faculty clicks "submit" Final version sent to Review Panel no To Page 2 later than one week prior to scheduled meeting

Curriculum Committee: Gen Ed Approval Process Flow Submitting Curriculum **Curriculum Review Curriculum Office** Dean Department Committee Panel From Page 1 **Review Panel** discusses and recommends approval or dissaproval **Review Panel sends** notice of recommendation& rationale to CO and submitter Notification CO ensures final documents are on Rationale CC website & places on consent agenda CO removes non-CC votes on consent Rose colored items occur submitted items item in the full CC meeting from agenda Gen ed Approved? Submitter decide to appeal? To Page 3: Appeal Process CO Sends notice of outcome to all parties Notice of final Notice of final Notice of final disposition disposition disposition **End of Process**

Curriculum Committee: Gen Ed Approval Process Flow **Appeal Process** Curriculum **Curriculum Review** Submitting **Curriculum Office** Dean Department Committee **Panel** The outline being appealed must be the final version. This is the version disapproved as a consent agenda item. If From Page 4 the submitter wants to make changes, the outline then Decision is goes through the entire process. appealed Curriculum Office All CC members read Submitter sends notice of appeal to Places final all documents and CO w/in 5 days of documents on next prepare for disapproval discussion CC agenda **Review Panel Department Outline** presents its presenter presents recommendation course and rationale and rationale for for appeal dissaproval Full CC discusses the course and if a motion is made, Rose colored items occur votes on the appeal in the full CC meeting CO Sends notice of outcome to all parties Notice of final Notice of final Notice of final disposition disposition disposition **End of Process**