

7/2017 Curriculum Guidelines for Faculty Senate:

Chaffey College Curriculum Committee has long enjoyed a supportive relationship with the College's Faculty Senate. The relationship is outlined in T5 §55002(a)(1):

*(1) Curriculum Committee. The college and/or district curriculum committee recommending the course shall be established by the mutual agreement of the college and/or district administration and the academic senate. The committee shall be either a committee of the academic senate or a committee that includes faculty and is otherwise comprised in a way that is mutually agreeable to the college and/or district administration and the academic senate.*

The roles and responsibilities of the Curriculum Committee as outlined in T5 §55002 include recommendation of degree-applicable credit courses, recommendations of courses for associate degree credit, recommendations of grading policies, recommendations and computation of units to hours in accordance with T5 regulations, recommendations regarding intensity, recommendations of prerequisite and cor-requisite policy as well as basic skills, recommendations regarding critical thinking, appropriateness of the level of learning skills, reviews and recommendations regarding Course Outlines of Record, recommendations regarding the conduct of courses, and review of standards of approval, Course outlines of Record, Conduct of Courses and Repeatability guidelines as applied to noncredit curriculum.

The statewide move to local, streamlined curriculum approval places more responsibility at the local level for curriculum review and approval. Therefore, Curriculum Committee will require enhanced participation from all levels of review and approval within Curricunet.

- These guidelines are based on the new local approval process with the Chancellor's Office, in effect for the Fall, 2017.
- The streamlined process involves automated approval for new course proposals which will be a part of a previously approved certificate or program of study, or new certificates/programs of study. Once the Curriculum Committee and Governing Board have locally approved new courses, courses will be submitted to the Chancellor's Office Inventory in which a Control Number (MIS Number) will be issued within 24-48 hours. This means the course is eligible to be offered, pending notification to the public.
- In addition, substantial and nonsubstantial modifications on existing credit courses will be submitted to the Chancellor's Office Curriculum Inventory as a source of record, but the curriculum will not be reviewed by the Chancellor's Office as they will now receive automated approval.
- Future plans (and changes to Title 5) will allow for immediate approval of new noncredit courses, as well as substantial and nonsubstantial changes to noncredit courses.
- "Future future" plans will allow for immediate approval of programs and certificates. CTE programs and certificates will still be required to go through the regional consortium review process.

Shared governance in California Community Colleges is a powerful tool. Shared governance also requires due diligence. In light of this new authority of our local curriculum, the following practices will be requested of Curriculum Reps in keeping with previously established practices of shared governance:

1. Review curriculum items as reported on the Faculty Senate agenda before the Senate meetings.
2. Contact curriculum committee representatives with any questions or concerns.
3. Contact the Curriculum Office with any questions, concerns or additional points of clarification.

Please remember that curriculum items placed on the Senate agenda have been vetted and reviewed by the curriculum committee. Sometimes this process involves months (and years) of discussion and review of changing legislation, Education Code and Title 5 citations.

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