SUU Curriculum and Program Development and Change Process

July 2012

DEANS’ COUNCIL
New programs under consideration or development next 12 to 36 months within the framework of SUU’s Strategic and Academic Planning
(Report form R401 6.1.4 must be submitted to OCHE annually or as changes are made at the institutional level)

Dept./Program Curriculum Committees
Curriculum Review Process:
Policy 6.8 – #1C. Regular and systematic review of curriculum by the dept. or program connected to program goals & learning outcomes and department planning

Curriculum Change Process:
Policy 6.8.2. – III., #1 -> 5
- Consent or Substantive Changes
- New Courses
- GE Courses (see Policy 6.8.3)
- Changes to Existing Degree Program(s) *
- New Degree Programs, Minors, Emphasis *
- Three Year Follow Up Reports *

Curriculum Approval Process:
Policy 6.8.2 – III. #5A. Review standards for approval 1a. to 1g.
* R401 may be required – Consult Assoc. Provost’s Office BEFORE developing R401 proposal.

College/School Curriculum Committee
Curriculum Review Process:
Policy 6.8 – #1C. Regular and systematic review of curriculum by the dept. or program connected to college/school goals and learning outcomes and to planning

Curriculum Change Process:
Policy 6.8.2. – III., #1 -> 5
- Consent or Substantive Changes
- New Courses
- GE Courses (Must go to GE Committee before UUCC)
- Changes to Existing Degree Program(s)
- New Degree Programs, Minors, Emphasis
- Three Year Follow Up Reports

Curriculum Approval Process:
Policy 6.8.2 – III. #5. B. Review of standards for approval 1a. to 1e. & 2 -> 4

General Education Committee
Quality and oversight of GE courses, mission fit, and state compliance with R470 policy
Policy 6.8.3: GE Committee
- Review GE proposals, approve and forward to UUCC or return to CCC for additional revision
- Establish criteria for GE courses and overall GE Program
- Learning outcomes and assessment of courses and GE Program
- Responsible for catalog content pertaining to GE
- Review of syllabi and feedback to faculty and deaprtments

University Curriculum Committees:
Undergraduate (UCCC) & Graduate (UGCC)
Curriculum Review Process:
Policy 6.8 – #1. B. Review and approve or reject curriculum and programs of study relayed to SUU mission and goals of and accreditation standards as applicable.

Curriculum Change Process:
Policy 6.8.2. – III., #1 -> 5
- Consent or Substantive Changes
- New Courses
- GE Courses
- Changes to Existing Degree Program(s)
- New Degree Programs, Minors, Emphasis
- Three Year Follow Up Reports

Curriculum Approval Process:
- Policy 6.8.2 – Undergraduate and Graduate Curriculum Development: III. #5C. Review standards for approval 1a. to 1c and 2a and b.
- Policy 6.50 - Graduate Council & Curriculum Committee:
  III. D. 1. a., b., e

APPROVAL STEPS @ SUU:
1. Approved by Provost
2. R401s Reviewed and Approved by Presidents’ Council
3. R401s to Trustees for Approval

FINAL STEPS:
1. R401-4 Goes to Board of Regents (BOR) for approval
   Or
2. R401-5 Goes to Office of the Commissioner of Higher Education (OCHE) for review
   Or
3. R401-6 Notification of OCHE by SUU

Update SUU e-catalog. DegreeWorks and Banner information

GE proposals to GE Committee before UUCC