

1 The Curriculum Subcommittee

2 (Senate: 5/20/03; President: 9/5/03; Editorial Amendment: 11/07)

3 Charge. The Curriculum Subcommittee has the following responsibilities:

4 To consider all policy issues pertaining to undergraduate STUDIES and graduate studies  
5 and extended education PAGE and to make recommendations thereon to the Educational Policy  
6 Committee.

7 Policies concerning undergraduate studies include but are not limited to selection,  
8 admission, probation and disqualification of undergraduate students; regulations governing  
9 undergraduate studies; regulations concerning credit for prior experiential learning and  
10 cooperative education; and the development and review of undergraduate curricula.

11 Policies concerning graduate studies include but are not limited to selection, admission,  
12 probation and disqualification of graduate students; regulations governing graduate studies; and  
13 the development and review of graduate curricula.

14 Policies concerning extended education PAGE include but are not limited to applicability  
15 of extended education EXTENSION credit to UNDERGRADUATE degree programs and  
16 offering of regular courses and UNDERGRADUATE programs through extended education  
17 PAGE.

18 To consult with individual faculty members, program, department/division/school, college  
19 and administrative representatives concerning the various aspects of undergraduate and graduate  
20 studies and extended education PAGE.

21 To review policies regarding articulation agreements with community colleges and forward  
22 to the Educational Policy Committee those recommended for approval.

23 To review department/division/school and college requests for new undergraduate and  
24 graduate program and unresolved challenges to the modification of existing undergraduate  
25 programs including the inclusion, modification or deletion of specific courses from the programs  
26 and for postbaccalaureate certificate programs and to forward to the Educational Policy  
27 Committee those recommended for approval.

28 To review and approve or deny student petitions pertaining to undergraduate and graduate  
29 studies in those areas in which authority has not been delegated to colleges, schools, divisions or  
30 departments.

31 To establish policies and guidelines for the award of graduate scholarships that are not  
32 housed in departments/divisions/schools or colleges.

33 To review proposals for certification and other UNDERGRADUATE programs designed  
34 for extended education PAGE and make recommendations thereon to the Educational Policy  
35 Committee.

36 To review as appropriate extended education PAGE procedures to assure compliance with  
37 approved policies.

38 Membership. The membership of the subcommittee shall be composed of the following:

39 One member from each college elected for staggered three-year terms according to  
40 procedures approved by a majority vote of the college faculty. Alternate members shall also be  
41 elected by these procedures. Faculty members in the Library and Student Affairs are considered  
42 the same as a college for this purpose.

43 One liaison member selected annually by the Educational Policy Committee from its own  
44 membership.

45 Two ONE UNDERGRADUATE students to be selected annually by the Board of Directors  
46 of the Associated Students, Inc. One of the student members must be an undergraduate student  
47 and the other student must be an enrolled classified graduate or postbaccalaureate credential  
48 student. The criteria for student members are the same as those specified for student members of  
49 the Academic Senate (Constitution of the Faculty, Section h, Appendix B of the Faculty  
50 Handbook).

51 The Provost and Vice President for Academic Affairs or designee who serves ex officio as  
52 executive secretary, non-voting.

53 The Deans of Undergraduate Studies and Graduate Studies and Extended Education PAGE  
54 shall be invited to attend (non-voting) when matters before the subcommittee concern their areas.

55 Quorum. A quorum shall be a majority of the voting members of the subcommittee.

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57 Officers and Duties.

58 The officers of this subcommittee are chair and vice chair who shall be elected by the  
59 subcommittee at the last meeting of the spring quarter SEMESTER by the members of the  
60 following year's subcommittee.

61 The chair shall call regularly scheduled meetings of the subcommittee and shall set the  
62 agenda.

63 The chair shall determine by the second SIXTH week of the spring quarter FALL  
64 SEMESTER the faculty replacement needs for the following year SPRING SEMESTER. and  
65 shall so notify the standing committee chair. THE CHAIR SHALL DETERMINE BY THE SIXTH  
66 WEEK OF THE SPRING SEMESTER THE FACULTY REPLACEMENT NEEDS FOR THE  
67 FOLLOWING YEAR. WHEN THE CHAIR HAS DETERMINED THAT FACULTY NEED TO BE  
68 REPLACED, THE CHAIR SHALL INFORM THE SENATE OFFICE WHO WILL NOTIFY THE  
69 COLLEGES TO CONDUCT NECESSARY ELECTIONS.

70 Meeting Time. The Curriculum Subcommittee meets the first and third Tuesdays of the month  
71 from 10:00 50 to 11:30 a.m. 12:05 P.M.