



CALIFORNIA STATE UNIVERSITY CHANNEL ISLANDS POLICY MANUAL

<Senate Policy/Division>

Approved By: <Office Use Only>
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Policy on Curriculum: Committee Structures, Charges, and Elections

School of Education; ~~additionally~~; 1 representative elected from Library/Counselors, 1 faculty elected from either MVS or SOE representing the school that does not hold the chair position, and the GE committee chair are also voting members; Faculty chair members will serve staggered two-year terms. Ex-officio non-voting administrators including: the AVP for Academic Programs and Planning, the Dean of Extended Education, Academic Deans, a designee from the President's Office, the Director of Institutional Research, the AVP of Enrollment Management, Chief Academic Budget Officer, and the AVP of Physical Campus Planning and one student representative. Administrative Staff from the above-named departments or as identified by the AVP of Academic Planning may be invited to attend as ex-officio non-voting members. The AVP of Academic Planning will co-chair the committee with one of the faculty chairs elected at the first meeting of the academic year.

- b. Each of the four Local Curriculum Committees (LCC) will have at least five voting members elected by the faculty from the representative content areas/affinity groups: Math & Sciences; Arts, & Humanities; ~~and Behavioral &~~ Social Sciences; Business and Economics; and Education and Professional Studies. LCCs may have one faculty member from each program represented as voting members. Faculty members, including the chairs, on each ~~LCC~~ LCC will serve two-year staggered terms. Additionally, one staff member from each of the following areas will may be ex-officio non-voting members: Academic Advising, either the Registrar's Office or Student Systems, Academic Planning, and an Academic Program Analyst or Coordinator from one of the programs represented by the committee.

2. Charges

- a. The Academic Planning and Policy Committee is charged with:
 - i. Making recommendations to the Senate for all university curricular policy matters, including alternative modes of instruction (e.g. distance learning courses), Title V regulations, Executive Orders, and credit and non-credit offerings by Extended University—to be voted on by Faculty members only;
 - ii. Regular review of curricular-related Senate Policies and updating as needed—to be voted on by Faculty members only;
 - iii. Review and approval for all new degrees/programs, majors, minors, emphases, concentrations, options, credentials, certificates for placement on the Academic Master Plan through the Academic Senate process;
 - iv. Soliciting input from campus and community constituencies on new program priorities;
 - v. Identifying emerging fields and degree opportunities that further CI's mission;



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- vii. Collaborating with the Academic Planning/Curriculum Office to convey curricular decisions for the University Catalog and Schedule of Classes;
- viii. Collaborating with the APPC to communicate needed or revised curricular policies;
- ix. Reassess the need for new affinity grouping or distribution of programs within the groupings with the APPC.

3. Electorate for Local Curriculum Committees

a. Programs spanning more than one representative content area/affinity group will vote on which local curriculum committee their program will reside for a three-year period. The ~~five~~ **five**-faculty members (chair and ~~four~~ other faculty) will be elected by the faculty from the representative content areas/affinity groups.

4. Chair Elections for Local Curriculum Committees

a. Each LCC chair, one of the ~~five~~ **five**-voting members, will be a tenured faculty from any discipline in the content area/affinity group, elected by the faculty in the local area. This position participates on the APPC representing the LCC and serves a two-year term. LCC Chair elections will occur in an election staged prior to the nomination and election process for LCC members. There are no term limits to LCC chair positions.

EXHIBIT(S):

Curriculum Flow Chart