

CURRICULUM, GENERAL EDUCATION AND ACADEMIC POLICIES & PROCEDURES COMMITTEE

Charge

In accordance with Title 5 (T.5 55002 (a) (1)), and consistent with the Governance Structure of Cuyamaca College, the Committee, under the authority of the Academic Senate, has the oversight responsibility for the following:

- 1) approve additions, deletions and modification of courses and programs, and review the student learning outcomes of the college credit and non-credit curriculum;
- 2) approve courses for inclusion in the General Education package;
- 3) Curriculum Alignment, Articulation and Differentiation procedures between Grossmont and Cuyamaca Colleges;
- 4) Report regularly to the Academic Senate regarding all of the above.
- 5) Appoint sub-committees or work groups as needed to help conduct the committee's business.

Scope of work includes review and recommendations of related academic policies and procedures (e.g., advanced placement, graduation requirements, etc.) for final submission to Academic Senate and forwarding to the College Policy and Procedures Committee.

Meeting Schedule

First and third Tuesdays, 2:00–4:00 p.m.

Co-Chair(s)

Faculty (See selection process below)

Vice President, Instruction

Composition

Vice President, Instruction

Faculty Co-Chair

Division Dean of Instruction for reviewing technical matters

Full-time faculty representing the following areas (6 total):

- Business/CTE
- Math
- Science/Engineering
- Liberal Arts
- Communication Arts
- Articulation Counselor
- Student Learning Outcomes Coordinator

Faculty Members at Large (Open to all faculty) (2)

As much as possible, the Committee is structured to provide representation from all instructional segments of the college. No more than 50% of the committee should be replaced each year.

Ex-Officio (Non-Voting)

Members as appropriate: Instructional Operations Supervisor

Dean of Counseling Services

Division Deans of Instruction (2), including Dean for Non-credit and Community Learning

First Reading: 10/10/00

Second Reading: 10/24/00

Approved: 10/24/00

Notes

Basic skills, library, non-credit, and part-time faculty are encouraged to serve on the Committee. Preference for at-large appointments will go to non-credit and part-time faculty.

Process for Selecting the Faculty Co-chair of the Curriculum, General Education and Academic Policies and Procedures Committee

The following process will be followed for selecting the faculty co-chair of the Curriculum, General Education and Academic Policies and Procedures Committee. Under normal circumstances this process should take place at the beginning of the spring semester for terms starting on July 1.

1. When an opening occurs for the faculty co-chair position, the presiding faculty co-chair and/or administrative co-chair shall inform the committee and the Academic Senate of the opening, and review with the committee the nomination and selection process to fill the vacancy.
2. Nominations shall be open for 2 weeks following the announcement of the opening. Individuals may self-nominate, or nominations may be submitted by any faculty member on the committee or by any member of the Academic Senate. Nominations shall be submitted to the administrative co-chair's administrative assistant.
3. Once nominations close, the faculty members on the committee shall vote through secret ballot with a simple majority rule determining the nominee to be submitted to SOC for appointment.
4. The term shall be for 2 years and start on July 1, or at a time established by the committee, in consultation with the Academic Senate, for mid-year replacements.