



Curriculum Committee Purpose and Responsibilities

PURPOSE: The Curriculum committee shall evaluate and make recommendations on matters related to the credit and non-credit curriculum. Course and program additions, deletions, or significant changes in program requirements or in course outlines must be acted upon by this committee.

The Curriculum Committee shall:

1. Develop written procedures for new course and program submission and approval. The Senate is to approve processes and procedures.
2. Act as a resource to the Academic Standards & Practices Committee on issues relating to curriculum, such as changes in graduation or general education requirements.
3. Review and make recommendations on proposed new courses and new programs and on course and program revisions. Recommend additions, deletions, and/or changes in course outlines for new and established courses. This includes ensuring appropriate course numbering, format, units, catalog description, assignments, course objectives, and course content.
4. Classify courses into appropriate disciplines and divisions, and indicate which are transferable. The committee will determine if a course is classified as General Education and into which category it should be placed.
5. Review and make recommendations on proposed course deletions and inactive status.
6. Make recommendations concerning course and program changes to the Academic Senate and to the NVC Board of Trustees for approval; these parties shall employ the mutual agreement process delineated in the Shared Governance Policy (Board Policy D1140). Minutes and agendas of all meetings shall be sent to the Academic Senate President and to the Academic Standards & Practices Committee Chair, and shall be posted on the Senate bulletin board.