# Curriculum Committee Minutes
## VIA ZOOM / MCW 301
## Tuesday, September 6, 2022 at 3:30pm

*ALL COURSES/PROGRAMS IDENTIFIED IN THE ATTACHMENTS WILL BECOME EFFECTIVE FALL 2023 UNLESS OTHERWISE NOTED.*

*Called to order: 3:02 pm*

## I.   ROLL CALL (Quorum is 9 out of 16 voting members)

| VOTING MEMBERS | | |
|---|---|---|
| Faculty Co-Chair | ☒Peter Sezzi (PS) | |
| Faculty Co-Chair | ☒Maline Werness-Rude (MWR) | |
| Articulation Officer | ☐(Vacant) | |
| Technical Review Chair | ☒Michael Callahan (MC) | |
| Academic Senate President | ☒Dan Clark (DC) | |
| AFT Rep. | Vacant | |
| Career Education I Division | ☒Nicole Falco (NF) | ☒ Kafui Okosun (KO) |
| Career Education II Division | ☒Dorothy Farias (DF) | ☒John Clark (JC) |
| College Outcome Group Representative | ☐Asher Sund (AS)/ Aurora Meadows (AM) | |
| English & Math Division | ☒Amanda Martin (AM) | ☐Vacant |
| Health, KIN, ICA, Performing & Visual Arts Division | ☐ Krenly Guzman Gonzalez (KG) | ☐Vacant |
| Librarian | ☒Kaela Casey (KC) | |
| Library, Languages, Behavioral & Social Sciences Division | ☐Rubisela Gamboa (RG) | ☐ (Vacant) |
| Sciences Division | ☒Chloe Branciforte (CB) | ☐ (Vacant) |
| Student Services Division | ☒Maria Reyes-Sanchez (MRS) | ☒Gema Espinoza Sanchez (GS) |
| | | |
| **NON-VOTING MEMBERS** | | |
| CIO co-chair | ☒Jennifer Kalfsbeek-Goetz | |
| ASVC Rep. (ASVC Director of External Affairs) | ☐ Rona Williams | |
| Dean | ☐Bernard Gibson | ☐Sciences Dean (Vacant) |
| Dean | ☐Lisa Putnam | ☐Felicia Dueñas |
| Dean | ☐Boglarka Kiss | ☐Phil Briggs |
| Dean | ☐Debbie Newcomb | ☐Leticia Canales |
| Dean | ☐Jesus Vega | |
| Academic Data Specialist | ☐Olivia Long | |
| Academic Data Specialist | ☐Kelly Denton | |
| Recorder/Curriculum Technician | ☒Sarah Ayala | |
| Distance Education Liaison | ☒Sharon Oxford | |
| Registrar | ☐Gaby Asamsama-Acuña | |

*Guests: Steve Turner (EAC)*

## II.    ADOPTION OF THE PROPOSED AGENDA (Discussion/Action – 2 min)

*P. Sezzi called for a motion to approve the agenda*
*Motion by:*            *N. Falco*
*Seconded by:*          *M. Callahan*
*Discussion:*           *None*
*Final resolution:*     *Agenda adopted as proposed*
*Yes: ALL*              *C. Branciforte, M. Callahan, K. Casey, D. Clark, G. Espinoza-Sanchez, N. Falco, D. Farias,*
                        *K. Okosun, A. Martin, M. Reyes-Sanchez*

*No:*                   *None*

*Voting Tally:*

| AS/AM | AM | CB | DC | DF | GES | JC | KC | KGG | KO | MC | MRS | MWR | NF | PS | RG |
|-------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
|       | yes | yes | yes | yes | yes |     | yes |     | yes | yes | yes |     | yes |     |    |

## III.    INTRODUCTIONS AND GENERAL ANNOUNCEMENTS (Information)

### A.    Public Comments (limited to 5 min per person) [1]

*S. Oxford: There are som great RSI sessions going on for Distance Education – check them out!*

### B.    Deadline for ALL Fall 2024 Submissions: April 30, 2023

*Following what we did last year – deadline applies to all courses and programs, new and revised, credit and noncredit.*

### C.    Flex Day Curriculum Meeting: Sept 13, 2022 from 11pm -12pm for Discussion on Survey Results and Committee Goals

*Held on in-service day via zoom.*

### D.    Blanket Removal of 88/89 Courses from CAT

*Haven't been offered, and do not appear in CAT.  Just an FYI*

### E.    Revised ADTs from CCCO: Communication Studies 2.0, Early Childhood Education, Kinesiology, Political Science

*Once new TMCs exist for ADTS that we already have on the books, we have about a year to update our current version to match and to be in compliance. Co-chairs are in the beginning steps of contacting the faculty in the areas listed above.*

### F.    Curriculum Review

*CC Members – take a look at course outlines of record and the different fields in each. Please pick the top 5 that you would like to spend more time learning.  This is a step to involve committee members in the technical review process.  First step is to be acquainted with how the CORs look, and to be familiar with the different sections. Goal would be to have members focus on one or two sections of the COR for Technical Review.*

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[1] Five minutes is allotted to any member of the public who wishes to address the curriculum committee, with a maximum of twenty minutes per topic aggregated for all speakers, unless extended by vote of the committee. At the request of any speaker proposing to address a specific agenda item, the committee may also vote to permit that speaker's comments to be deferred until the meeting progresses to that topic.

## IV.    APPROVAL OF MINUTES: August 23, 2022 (Discussion/Action – 2 min)

*P. Sezzi called for a motion to approve the agenda*
*Motion by:*            *M. Callahan*
*Seconded by:*      *N. Falco*
*Discussion:*         *None*
*Final resolution:*    *Minutes approved*
*Yes:*               *C. Branciforte, M. Callahan, K. Casey, D. Clark, G. Espinoza-Sanchez, N. Falco, D. Farias,*
                       *K. Okosun, A. Martin, M. Reyes-Sanchez*

*No:*                *None*

*Voting Tally:*

| AS/AM | AM | CB | DC | DF | GES | JC | KC | KGG | KO | MC | MRS | MWR | NF | PS | RG |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | yes | yes | yes | yes | yes | | yes | | yes | yes | yes | | yes | | |

*Recorder's Note:  J. Clark arrived after the vote on the minutes.*


*P. Sezzi called for a motion to reorder the agenda due to at time certain discussion*
*Motion by:*            *C. Branciforte*
*Seconded by:*      *D. Clark*
*Discussion:*

           *Question asked if they would both also move to approve the program – yes, yes. Moved by*
           *acclimation to that item on the agenda.*

           *C. Branciforte and D. Clark affirmed*
*Final resolution:*    *Motion approved to skip to Item XII.C.1 and discuss the First Reading Program proposal*
*Yes:*               *Approved by acclimation*

*No:*                *None*


## V.    OLD BUSINESS (Discussion/Action)

### A.    None

## VI.    REQUISITES: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment – 5 min)

### A.    New: None
### B.    Revised or Review: ANTH V09, ART V27 (same as WEL V27), BUS V29, BUS V97, CDL N103, CT V43, DM V10, DRFT V18, DRFT V44, EMS V10, EMS V10L, ENGL V02, FILM V04, WEL V03, WEL V04, WEL V13A, WEL V13B, WEL V14A, WEL V14B

*P. Sezzi called for a motion to approve Requisite proposals*
*Motion by:*            *M. Callahan*
*Seconded by:*      *A. Martin*
*Discussion:*         *None*
*Final resolution:*    *Requisite proposals approved*
*Yes:*               *C. Branciforte, M. Callahan, K. Casey, D. Clark, J. Clark, G. Espinoza-Sanchez, N. Falco,*
                       *D. Farias, K. Okosun, A. Martin, M. Reyes-Sanchez*

*No:*                *None*

*Voting Tally:*

| AS/AM | AM | CB | DC | DF | GES | JC | KC | KGG | KO | MC | MRS | MWR | NF | PS | RG |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | yes | yes | yes | yes | yes | yes | yes | | yes | yes | yes | | yes | | |

## VII. DISTANCE EDUCATION: CURRICULAR PROPOSALS FOR APPROVAL
(Discussion/Action; see attachment – 5 min)
  
  A.   New: CT V44, CT V52, CT V70, EMS V01, FILM V04
  B.   Revised or Review: ARCH V67 (same as CT V67), BUS V29, BUS V97, CD V14, CT V43, CT V50, CT V65 (same as WEL V65), CT V66, CT V67 (same as ARCH V67), CT V71, CT V72, DM V10, DRFT V02A (same as WEL V02), DRFT V18, DRFT V44, EMS V10, EMS V10L, ENGL V02, WEL V02 (same as DRFT V02A),  WEL V13A, WEL V13B, WEL V14A, WEL V14B, WEL V65 (same as CT V65)

*P. Sezzi called for a motion to approve Distance Education proposals*
*Motion by:*          D. Clark moved to approve VII.A and VII.B
*Seconded by:*        M. Callahan
*Discussion:*         None
*Final resolution:*   All Distance Education proposals approved
*Yes:*                C. Branciforte, M. Callahan, K. Casey, D. Clark, J. Clark, G. Espinoza-Sanchez, N. Falco, D. Farias, K. Okosun, A. Martin, M. Reyes-Sanchez

*No:*                 None

*Voting Tally:*

| AS/AM | AM | CB | DC | DF | GES | JC | KC | KGG | KO | MC | MRS | MWR | NF | PS | RG |
|-------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
|       | yes | yes | yes | yes | yes | yes | yes |     | yes | yes | yes |     | yes |     |    |

## VIII.  MINIMUM QUALIFICATIONS (Discussion/Action)

  A.   None

## IX.  CONSENT AGENDA: CURRICULAR PROPOSALS FOR APPROVAL (Action; see attachment)

  A.  **Authorizing Remote Teleconference Meetings Pursuant To Brown Act Provisions Included in Assembly Bill (AB) 361 (Rivas) (Discussion/Action- 5 minutes; see [document here](#)) – M. Werness-Rude, P. Sezzi**

  B.  **Inactivation: ATET N104, ATET N109, DRFT V99**

  C.  **Update: BUS V97, CD V14, CT V43, CT V44, CT V52, CT V70, DRFT V44, EMS V10L**

*P. Sezzi called for a motion to approve ALL Consent Agenda proposals*
*Motion by:*          M. Callahan
*Seconded by:*        C. Branciforte
*Discussion:*         None
*Final resolution:*   All Consent Agenda proposals approved
*Yes:*                C. Branciforte, M. Callahan, K. Casey, D. Clark, J. Clark, G. Espinoza-Sanchez, N. Falco, D. Farias, K. Okosun, A. Martin, M. Reyes-Sanchez

*No:*                 None

*Voting Tally:*

| AS/AM | AM | CB | DC | DF | GES | JC | KC | KGG | KO | MC | MRS | MWR | NF | PS | RG |
|-------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
|       | yes | yes | yes | yes | yes | yes | yes |     | yes | yes | yes |     | yes |     |    |

**X.    SECOND READING COURSES: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)**

   **A.    New: ANTH V08, ANTH V09**

   **B.    Revision: ACT N102, ACT N103, ART V27 (same as WEL V27), CDL N101, CDL N103, EAC N132, WEL V03, WEL V04**

*P. Sezzi called for a motion to approve Second Reading proposals*

| *Motion by:* | *D. Clark approval of X.A and X.B* |
| *Seconded by:* | *J. Clark* |
| *Discussion:* | *TOP code issue from last meeting was rectified. It was caught at Curriculum Committee so it is important to take a look at them as members.  This should be an even better process when committee members are involved in Tech Review.* |
| *Final resolution:* | *All Second Reading proposals approved* |
| *Yes:* | *C. Branciforte, M. Callahan, K. Casey, D. Clark, J. Clark, G. Espinoza-Sanchez, N. Falco, D. Farias, K. Okosun, A. Martin, M. Reyes-Sanchez* |
| *No:* | *None* |

*Voting Tally:*

| *AS/AM* | *AM* | *CB* | *DC* | *DF* | *GES* | *JC* | *KC* | *KGG* | *KO* | *MC* | *MRS* | *MWR* | *NF* | *PS* | *RG* |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | *yes* | *yes* | *yes* | *yes* | *yes* | *yes* | *yes* | | *yes* | *yes* | *yes* | | *yes* | | |

**XI.    SECOND READING PROGRAMS: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)**

   **A.   None**

**XII.   FIRST READING PROPOSALS:**

   **A.   COURSE PROPOSALS REQUIRING SECOND READING (Discussion/Action; see attachment)**

   **1.    Revision: ARCH V67 (same as CT V67), BUS V29, CT V50, CT V65 (same as WEL V65), CT V67 (same as ARCH V67), WEL V13A, WEL V13B, WEL V14A, WEL V14B**

   **B.  COURSE PROPOSALS NOT REQUIRING SECOND READING (Discussion/Action; see attachment – 2 min)**

   **1.    Revision: CT V66, CT V71, CT V72, DM V10, DRFT V02A (same as WEL V02), DRFT V18, EMS V01, EMS V10, ENGL V02, FILM V04, WEL V02 (same as DRFT V02A), WEL V65 (same as CT V65)**

   **C.  PROGRAMS: (Discussion/Action; see attachment - 5 min. <u>Time certain 3:10pm</u>)**

   **1.    Revision: COCN, Innovative Cognitive Achievement Network/Journey Overcoming Barriers (ICAN-JOB), Cert of Completion**

*P. Sezzi called for a motion to approve First Reading proposals*
*Motion by:*               *C. Branciforte moved to approve items in XII.A for First and Second Reading*
*Seconded by:*           *K. Casey*
*Discussion:*             *None*
*Final resolution:*       *First Reading proposals in Item XII.A approved*
*Yes:*                   *C. Branciforte, M. Callahan, K. Casey, D. Clark, J. Clark, G. Espinoza-Sanchez, N. Falco, D. Farias, K. Okosun, A. Martin, M. Reyes-Sanchez*

*No:*                 *None*

*Voting Tally:*

| AS/AM | AM | CB | DC | DF | GES | JC | KC | KGG | KO | MC | MRS | MWR | NF | PS | RG |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
|  | yes | yes | yes | yes | yes | yes | yes |  | yes | yes | yes |  | yes |  |  |

*P. Sezzi called for a motion to approve First Reading proposals*
*Motion by:*               *C Branciforte moved to approve Item XII.B for First and Second Reading*
*Seconded by:*           *D. Farias*
*Discussion:*             *None*
*Final resolution:*       *First Reading proposals in Item XII.B approved*
*Yes:*                   *C. Branciforte, M. Callahan, K. Casey, D. Clark, J. Clark, G. Espinoza-Sanchez, N. Falco, D. Farias, K. Okosun, A. Martin, M. Reyes-Sanchez*

*No:*                 *None*

*Voting Tally:*

| AS/AM | AM | CB | DC | DF | GES | JC | KC | KGG | KO | MC | MRS | MWR | NF | PS | RG |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
|  | yes | yes | yes | yes | yes | yes | yes |  | yes | yes | yes |  | yes |  |  |

*P. Sezzi called for a motion to approve First Reading proposals*
*Motion by:*               *C Branciforte for First and Second Reading*
*Seconded by:*           *D Clark*
*Discussion:*             *Moving from Learning Skills focus to more of a Career Education focus. Department is very excited about the revision of this program to assist more students.*
                                   *Motion amended to approve Program for First and Second reading.*
*Final resolution:*       *First Reading Program proposal approved*
*Yes:*                   *C. Branciforte, M. Callahan, K. Casey, D. Clark, J. Clark, G. Espinoza-Sanchez, N. Falco, D. Farias, K. Okosun, A. Martin, M. Reyes-Sanchez*

*No:*                 *None*

*Voting Tally:*

| AS/AM | AM | CB | DC | DF | GES | JC | KC | KGG | KO | MC | MRS | MWR | NF | PS | RG |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
|  | yes | yes | yes | yes | yes | yes | yes |  | yes | yes | yes |  | yes |  |  |

## XIII.  ADMINISTRATIVE CHANGES (Discussion/Action)

      **A.**    **None**

## XIV.  POLICY AND PROCESS (Information or Discussion/Action)

      **A.**    **None**

## XV. PHILOSOPHY AND GENERAL EDUCATION CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachments)

### A. Transferring GE Approvals/Grandfathering Local GE Approvals in Areas C1 and F from Previously Inactivated Course (Information; 10 minutes) – P. Sezzi, M. Werness-Rude

*M. Callahan: As a general rule, a few years ago, it was decided that courses approved at CSU for GE would automatically approve them in our local GE in that specific area. If discipline is opposed to that, it can be discussed. This issue arose when a previously inactivated course was reactivated – should we automatically grant it the past local GE designation? This refers to the VC local GE designation only.*

*Course in question ART V02C/ AES V67*

*D. Clark – as long as the dept is ok with it, should be ok to be grandfathered in.*

*Ok to make this designation now – it's efficient and it most likely will not happen very often.*

*Better term to use than "grandfathered"?   Group liked "legacy approval"*

*Is this coming from a recommendation of the P&GE committee?   No.*

*P. Sezzi called for a motion to approve the proposal*

| | |
|---|---|
| *Motion by:* | *D. Clark moved to approve Legacy GE area designation proposal -  for those courses which CSUs and UCs have already made an the course was inactivated and is being reactivated.* |
| *Seconded by:* | *C. Branciforte* |
| *Motion amended* | *Amended motion to include at the end: "with Department approval"* |
| *Discussion:* | *None* |
| *Final resolution:* | *Proposal pproved* |
| *Yes:* | *C. Branciforte, M. Callahan, K. Casey, D. Clark, J. Clark, G. Espinoza-Sanchez, N. Falco, D. Farias, K. Okosun, A. Martin, M. Reyes-Sanchez* |
| *No:* | *None* |

## XVI. CURRICULUM COMMITTEE BUSINESS

### A. Curriculum Committee Membership/Representatives (Discussion/Action – 10 minutes) – P. Sezzi, M. Werness-Rude, D. Clark

*Chloe was approved at the last Senate meeting as returning CC member. Kafui Okosun also new member for the CE1 division.*

*Amanda Martin – formally confirmed at Senate for ENGL/MATH representative*

*SLO reps: Starting with the next meeting, they will be trading off to attend CC meeting.*

*Discussion on having a classified voting representative? Let's put that down for a future agenda item – first meeting in October.*

*Dan Clark to do some homework to see if there are any restrictions on the senate.*

### B. Procedure for Review and Approval of Honors Courses (Discussion – 10 minutes) – P. Sezzi, M. Werness-Rude

*Should we have a plan for this as a curriculum committee?  The new honors courses have not yet been tech reviewed.*

*How should we approach these new courses? Currently there are 9 courses.*

*Jen – Development of the Honors program – last year we talked about what we wanted the program to look like, equity issues, ben building it with the notion that any student that takes an honors course is an honors student.  Pathways within the honors program. Faculty led initiative.  Welcome all students, equity driven. Criteria set by honors association for courses.*

*Could be cross-listed with non-honors counterpart course.*

*Equity grounded rubric should come to the Curriculum Committee for discussion and decisions.*

*M and P can develop a larger document to re-submit to the committee as an action item.*

*Cart before the horse? The process should have been decided before courses created.*

*Would be helpful if the Committee could see a side by side of Honors course vs general course. Could make decision a little bit easier, give it structure and framework.*

*Questions:*

*Are these stand-alone courses? Honors course – separate course outline of a course that already exists that has separate components. Does not increase their GPA at the college level.*

*Increase of units? Shouldn't be quantifiably more work, but the nature of the work. Changing the units would be challenging and would create higher unit programs.*

*Curriculum Committee group would like to invite the faculty who helped develop these to come to CC for discussion. Group would like to see outline of criteria. 9 courses currently in the queue – are we ok with them saying in a holding pattern until this discussion has been had? Course authors should be contacted to they are aware. Ask them for help in developing the new rubric for honors courses.*

*Do we have a rubric for regular technical review? Moving forward, we should have a specific rubric for this as well.*

## C. Procedure for New CSU-GE Breadth and IGETC GE and Comparable Local GE Lists (Discussion/Action – 10 minutes) – P. Sezzi, M. Werness-Rude

*Comparable = courses within our district. If the courses are outside = equivalency.*

*M. Callahan has the list that was created by VC, MC and OC AOs.*

## D. Fall 2023 Course/Program Tech Review (Discussion – 10 minutes) – P. Sezzi, M. Werness-Rude

*The next courses courses that are up for the Tech Review meeting are the CSU transferrable courses that are revisions or updates.*

## XVII. REPORTS & STANDING ITEMS (Information)

### A. Co-Chairs – M. Werness Rude, P. Sezzi

### B. Technical Review Chair – M. Callahan

#### 1. Program Status Spreadsheet (see [attachment](#) in share folder - 10 min)

#### 2. [Curriculum Summary Report](#)

*Program status worksheet and Curriculum Summary Report viewed and discussed by the group.*

*Comments on Program Status Spreadsheet:*

*Tech Review workgroup has a couple of programs that will hopefully be at the next meeting.*

*Concern raised about the slow nature of review.*

*OC has program template – perhaps with Shannon helping us, we can take a similar assembly line approach? Old way appears not as efficient.*

*Perhaps we can have more workshops for faculty to understand what they can do to be successful on their first attempt. How can we collectively make this a little easier?*

*AO Status: Shannon is working for us and will be training part time person. Thought we had the hire settled, but this person is now going through the equivalency process.*

### C. Articulation

### D. Board of Trustees/ DCCI (formerly DTRW-I)

### E. Subcommittees/Workgroups

#### 1. CCT Task Force Workgroup Updates – D. Farias

##### a. Link to the canvas course: *https://vcccd.instructure.com/enroll/L6JJLF*

### F. Recent Curriculum Approvals at the State (CCCCO) – S. Ayala

# XVIII. DISCUSSION/INFORMATION (Information or Discussion/Action)
### A. None

# XIX. REQUESTS FOR FUTURE AGENDA ITEMS


*Meeting adjourned: 4:38pm*

<div style="border:1px solid black;">

**NEXT MEETING**
**September 20, 2022**
**Location: via Zoom**

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Written materials relating to a Curriculum Committee meeting item that are distributed to at least a majority of the Curriculum Committee members less than 72 hours before a noticed meeting and that are public record not otherwise exempt from disclosure will be available for inspection at Ventura College located at
4667 Telegraph Road, Ventura, CA 93003 or at the Curriculum Committee meeting.

Pursuant to the Federal Americans with Disabilities Act, if you require any special accommodation or assistance to attend or participate in the meeting, please direct your written request, as far in advance of the meeting as possible, to the office of:
Dr. Jennifer Kalfsbeek-Goetz, Vice President Academic Affairs
Ventura College - 4667 Telegraph Road, Ventura, CA 93003 - (805) 289-6464

**Curriculum Committee 2021-2022 Goals:**

- **Provide additional training(s) to the Curriculum Committee on curricular and program proposals in order to promote a culture of participation at Curriculum Committee meetings**
  - a) **Brown Act/Meeting Procedures training**
  - b) **Viewing courses in CourseLeaf; things to look for in the Curriculum Review process**
  - c) **How to enter a course in CourseLeaf**
- **Committee collaboration with faculty and students to ensure maximum equity and anti-racism**
  - a) **See also the Academic Senate of California Community Colleges Resolution 9.01, "F21 Adding Culturally Responsive Curriculum, Equity Mindedness and Anti-Racism to Course Outline of Record (COR) Requirements in Title 5"**
- **Complete the Articulation Officer recruitment and, if it is not successful, continue recruitment until filled.**
- **Help Curriculum Committee members work with discipline faculty to have curricular and program proposals ready for Curriculum Committee approval**
- **Especially with regard to the order in which courses and programs are reviewed by Technical Review / Curriculum Committee—develop, publish and have Curriculum Committee approval for transparent prioritization lists regarding how and when curricular and programmatic proposals are reviewed**
- **Establish the Curriculum submission deadlines for next academic year no later than Spring of the current academic year**

**Curriculum Canvas Page Link**