

Curriculum Oversight

ACADEMIC AFFAIRS

Academic/Curriculum

Policy Owner: Provost and Vice President for Academic Affairs

Effective date: April 24, 2025

Approval date: April 24, 2025

Schedule for Review: 2026

Policy Summary:

This policy operationalizes the principle of shared governance of the curriculum.

Policy Statement:

1. The faculty, the academic administration, the President, the Board of Trustees, and the Colorado Commission on Higher Education share responsibility for the oversight of the curriculum.
 1. The faculty and academic administration must participate substantially in the oversight of the curriculum.
 1. The faculty's oversight tasks are determination of the curriculum's academic substance, rigor, disciplinary currency, relevance for internal and external constituencies, and like matters.
 2. The administration's oversight tasks are determination of the curriculum's alignment with the institution's mission, strategic plan, academic policies, and availability of instructional resources, impact on students, compliance with statute and policy, fulfillment of accrediting agencies' requirements, and like matters.
 2. The President must approve the addition and deletions of degree programs leading to a baccalaureate or master's degree.
 3. The Board of Trustees must approve the addition and deletions of degree programs leading to a baccalaureate or master's degree.
 4. The Colorado Commission on Higher Education must be notified of the addition of, name changes of, expansions of, consolidations of, and deletions of degree programs leading to a baccalaureate or master's degree.
 5. The Higher Learning commission must be notified upon the creation or deletion of a major. The commission requires prior approval with the additional of academic program(s) at a degree or credential level not previously included in the institution's

accreditation and/or the addition of academic programs that require allocation of substantial financial investment or resources.

2. Members of the faculty and the administration may initiate proposals to modify the curriculum for reasons related to their oversight tasks.
3. The Faculty Senate and the Provost may mutually agree to exempt from review minor curriculum modifications.
4. The Registrar and Curriculum Office will provide to the Faculty Senate and the Provost an impact study for each proposal to modify the curriculum.
5. The Faculty Senate must review and approve all non-exempted curriculum modification proposals initiated by faculty and must review all curriculum modification proposals initiated by administration.
6. The Provost, or designee, must review and approve all non-exempted curriculum modification proposals initiated by faculty or administration. These proposals will be forwarded for review and approval by the President only as specified in policy statement 1B.
7. The Faculty Senate and the Provost must inform each other and the Registrar in a timely manner of their timetables and procedures for the review of and approval of curriculum proposals for the next Catalog of Courses.
8. In the event that the Provost disagrees with the Faculty Senate on a curricular proposal, the Provost must provide a rationale for the dissent in writing. Prior to final action by the Provost, a meeting must be held with the Faculty Senate to attempt to mediate and resolve the disagreement. In the event the disagreement still remains, the President will serve as final arbitrator.

Reason for Policy:

This policy operationalizes the principle of shared governance of the curriculum.

Responsibilities:

For Following policy: Faculty, Faculty Senate, department chairs, deans, and Registrar's Office

For oversight of the policy: Provost

For procedures for implementing policy: Faculty Senate President, Provost, and Registrar

For join assessment of effectiveness of shared governance: President of Faculty Senate, President of Associated Students of Fort Lewis College, and President of Fort Lewis College

For enforcement of the policy: Provost

Definitions: (Optional)

Curriculum : The courses of instruction, the general education program, the degree programs leading to a baccalaureate or master's degree, and ancillary baccalaureate and post-baccalaureate credentials, including minors, certificates, and licensing preparation programs that are presented in the *Catalog of Courses* and identified on the academic transcript.

Curriculum modifications : The addition of, revision of, and deletion of curriculum.

Impact study: A determination of the effects of a curriculum modification proposal on students under current catalogs still in effect, other curriculum, incoming transfer students, and other purposes as requested by the Faculty Senate or the Provost.

[Cross-Referenced Policies:](#)

Board of Trustees Policy and Procedure Manual

Colorado Commission on Higher Education Policy Section I, Part B: Policy and Procedure for the Approval of New Academic Programs in State-Supported Institutions of Higher Education in Colorado

Colorado Commission on Higher Education Policy Section 1, Part G: Policy and Procedure for the Discontinuance of Academic Degrees with Low Program Demand

Higher Learning Commission Institutional Change Policy INST.F.20.040

[Review and Revision History:](#)

This policy was revised February 1, 2017 to include the “Commitment to Principles of Shared Governance” and modify the responsibilities statement to identify who is responsible for joint assessment of effectiveness of shared governance.