



Pima County Community College District Administrative Procedure

<i>AP Title:</i>	College Curriculum Council
<i>AP Number:</i>	AP 3.25.03
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<i>Schedule for Review & Update:</i>	Every three years
<i>Review Date(s):</i>	8/12/09, 4/2/14, 3/28/18, 2/5/19, 4/18/19, 2/3/21
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<i>Sponsoring Unit/Department:</i>	Office of the Provost
<i>Policy Title(s) & No(s):</i>	Curriculum, BP 3.25
<i>Legal Reference:</i>	
<i>Cross Reference:</i>	

The College Curriculum Council (CCC) evaluates curriculum submissions from each division for the following qualities.

- A. College-wide impact
- B. Educational relevance
- C. Labor-market and economic development relevance
- D. Compliance with College policies, standard practices, and procedures
- E. Compliance with federal and accreditation policies and regulations.

Criteria for the evaluation of curriculum proposals appears in the College's *Curriculum Procedures Manual*.

Composition. The (CCC) is composed of members who represent a variety of constituents committed to the quality, integrity and cost effectiveness of the curriculum:

Voting Members (14):

- The College Administrator with oversight of the District Curriculum and Articulation Services Office
- A Curriculum and Articulation Services staff representative, designated by the College Administrator with oversight of the District Curriculum and Articulation Services Office
- Ten instructional faculty, one faculty representative from each Division listed below, selected by the faculty in that Division
 - Applied Technology
 - Arts
 - Business and Information Technology
 - Communications
 - College Readiness and Student Success
 - Education, Humanities, and Social Sciences
 - Health Professions
 - Mathematics
 - Science
 - Workforce and Continuing Education

NOTE: For the purposes of this document, instructional faculty is defined as any full-time instructional faculty or full-time instructional staff.

- One representative from the Faculty Senate (one of the Division Faculty representatives will also serve in this role.)
- One educational support Faculty Librarian.

Non-Voting Members:

- District Curriculum and Articulation Services Office Representatives
- A representative from the Registrar's Office
- A representative from the Financial Aid Office
- The Vice President of Student Affairs
- The Vice President of Workforce Development & Strategic Partnerships
- The Dean of College Readiness and Student Success
- One academic Dean on a rotating two-year appointment
- Representatives from other college departments on an as-needed basis

Co-chairs:

- A faculty Chair is selected by the CCC members
- The College Administrator with oversight of the District Curriculum and Articulation Services Office serves as the administrative co-chair

Term:

- Members of the committee serve for a two-year term on a rotating two-year appointment, with approximately half of the member's terms expiring each year.
- Members may serve for multiple terms.