

## Stage 3 – College Review

Timeframe

Responsibility

Action

*Curriculum Associate/ Manager*

1. Finalize agenda for College C&A Committees or ECCC

*Associate Deans/ AVP for EC*

2. Sends to College C&A Committees or ECCC for review

*College C&A Committees or ECCC*

3. Prior to meeting: reviews curriculum proposal using the reviewer's form

*College C&A Committees or ECCC,  
Proposer or Representative,  
Curriculum Associate/ Manager,  
Advising Coordinators,  
Associate Deans/ AVP for EC*

4. At meeting: discusses proposal

No revisions

Revisions requested: Return to Step 2

*College C&A Committees or ECCC*

5. Vote for approval for the Academic Catalog

*Associate Deans/ AVP for EC*

6. Sign-off for approval to place in Catalog

*Curriculum Associate/ Manager*

7. Delivers approved proposals to Academic Catalog process (pending Provost approval)

Review Period: 2 weeks in length