**Fast-Track Process**

The fast-track process is intended to expedite the processing of faculty-initiated curricula proposals for catalog inclusion. The fast-track process is different from the regular curricular process in that it only requires academic unit chair and associate dean approval.

The process is as follows:

1. The academic unit consults with their respective Curriculum Process Associate (CPA) to identify the suitability of a curricula proposal for fast-tracking. The CPA will consult with the curriculum administrator in unclear situations to determine appropriateness.
2. The academic unit completes the associated curricula forms, with help from the CPA to ensure document accuracy and proposal quality. Unit agreement is signified by the chair or director electronically signing and dating one’s name on the originating form.
3. If the proposed change impacts another unit’s academic program(s), the impacted unit must be notified and given the opportunity to provide a written assessment of the change and their support (or not). If an impacted unit is non-supportive, the curricula items may be precluded from the fast-track process.
4. The fast-tracked proposals are reviewed at the dean’s level with approval signified by the electronic signing and dating of the dean’s designee on the form. Fast-track proposals are not reviewed by the college curriculum and assessment committee.
5. Deans have the authority to preclude the proposal from the fast-track process, requiring the proposal be processed through the college curriculum and assessment committee review process.