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<b>TITLE:</b>	<b>CURRICULUM REVIEW AND DEVELOPMENT</b>		
<b>EFFECTIVE:</b>	<b><u>April 10, 2007</u></b>		
<b>LAST REVIEW:</b>			
<b>LAST REVISION:</b>	<b><u>February 2, 2018</u></b>	<b>Policy No:</b>	<b><u>1.009.2</u></b>

### Introduction

SOWELA Technical Community College (SOWELA) is committed to offering high-quality programs based on a rigorous, coherent curriculum. SOWELA is also committed to adhering to the policies and requirements of the of the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) the Louisiana Community and Technical College System (LCTCS), and the Louisiana Board of Regents (BoR) related to curriculum requirements and evaluation..

### Policy Statement

The curriculum is the province of the faculty. Through established curriculum review and approval processes at the program, department, and college levels, faculty are responsible for the content, quality, and effectiveness of the curriculum. The Vice Chancellor of Academic Affairs (VCAA) is responsible for implementation, management, and oversight of the curriculum review and approval processes. This policy establishes a comprehensive process of curriculum review and approval at SOWELA.

### Procedures

The college Curriculum Review Committee (CRC) reviews all proposed curricular revisions and new curricular offerings. All curriculum actions must be proposed by faculty, reviewed by the program coordinator and the School Dean prior to submission to the CRC.

Curriculum proposals which pertain to a single course may be made for provisional approval. If provisionally approved by the VCAA, the course may be offered for a maximum of two academic terms before it must be reviewed for final approval. Provisional approval shall be used only when it is in the best interest of the curriculum development process and meets a special need.

The Office of the Vice Chancellor of Academic Affairs is responsible for curriculum management, ensures faculty review of the curriculum at all levels, and facilitates and monitors the institutional approval, review, and evaluation processes. Additionally, and when necessary, the VCAA facilitates the review and approval of institutionally approved curricula at the LCTCS, BoR, and SACSCOC levels.

Source of Policy: Academic Affairs Division  
Responsible Administrator: Vice Chancellor for Academic Affairs  
Related Policy: N/A

LCTCS Policy Reference: N/A  
LCTCS Guideline Reference: N/A

Approved by:   
Chancellor

Date: 2-5-18