

From: Senate Curriculum Committee, April 2019

Policy change for interim approval:

All requests for interim course approval shall be submitted to, and approved by, a majority of the Senate Curriculum Committee. Those seeking interim approval for a course (that has not yet passed through all required levels of review) shall submit the request via email to the Chair of the Senate Curriculum Committee. The request should include a copy of the original CARMin request document, a course syllabus, and an explanation of why interim approval is desired. The Chair will submit the materials to the committee for review. The request will be reviewed at the next scheduled meeting or submitted to members for electronic review if the request is particularly time sensitive. Interim approval does not guarantee the course will be approved upon full review.

Please note that with the exception of course changes (e.g., credit hrs. course descriptions, etc.) and name changes, requests submitted after the end of April may not be reviewed until the August/September meeting. During the committee's summer recess, interim approvals for name and course changes may be granted, if approved by the Department/Unit Chair, Dean, and Academic Affairs.