California State University Chico
Office of the President

Executive Memorandum 24-043

October 30, 2024

From: Stephen Perez, President

Subject: Approval of the New Curriculum Approval Process for Proposals Originating from Academic Units

Upon the recommendation of the Academic Senate and with the concurrence of the Provost, I approve the new Curriculum Approval Process for proposals originating from academic units. This new Senate process follows the approval paths as published in the Academic Department Manual and it concludes with approval from the Educational Policies And Programs Committee (EPPC) as a recommendation to the Provost, or designee, for final signature. All EPPC-approved curricular changes will be attached as Information Items, with an opportunity to reconsider, at the following full Senate meeting to keep the Senate apprised of shifting and new curriculum. An Executive Memorandum will no longer be required for curriculum approvals. This new process is illustrated in the matrix linked here, which will reside in the Academic Department Manual under the title, Curriculum Approval Process for Proposals Originating from Academic Units.

Policy Title:	EM 24-043
Contact:	Vice Provost, Undergraduate Education and Academic Success
Supersedes:	
Revision:	
Enabling Legislation or Executive Order:	Chico State Academic Department Manual

Curriculum Approval Chart: Academic Department Manual

Type of Proposal	CO Approves	CO is Notified	Campus Approval Only	WASC Approves	WASC is Notified	AURTEC	Curriculum Services Approves	EPPC	Senate	Provost approves	President approves
New Degree	X			X				X	I	X	
Degree Title Change	X				X			X	I	X	
Degree Designation Change (e.g. BA to BS)	X							X	I	X	
Degree Reporting Code Change (CIP code)	X										
Elevate Option to Degree	X			X				X	I	X	
Self-support version of State-support prograr	X			X				X	I	X	
New Option	X							X	I	X	
Option Name Change		X						X	I	X	
Discontinue Degree		X			X			X	I	X	
Discontinue Option		X			X			X	I	X	
Suspend or Reinstate Degree or Option		X			X			X	I	X	
Minors: add			X					X	I	X	
Certificates: add			X	X				X	I	X	
Credentials: add			X					X	I	X	
Minors: discontinue/change			X					X	I	X	
Certificates: discontinue/change			X					X	I	X	
Credentials: discontinue/change			X					X	I	X	
Blended Programs	X						X			X	
Minor Course Change/Minor Course Delete							X				
Add/Delete/Major Course Change							X				
Minor Program Change							X				
Significant Program Change/New non-degree Program/Discontinue or Suspend								X	I	X	
Teacher Education - Minor changes to programs that have an impact on approved subject matter programs, credential programs and/or graduate programs that include credentials. EM 21-034						X	X				
Teacher Education - Significant changes to programs that have an impact on approved subject matter programs, credential programs and/or graduate programs that include credentials. EM 21-034						X	X	X	I	X	
									I = Inform		

These changes will become effective once any E.M.s that guide us are revised.

pending approval of an E.M.

Addendum: Pending approval of this revision, the Reconsider rule from RRO 12th Ed. (37:1) will adopted specifically for Senate use on all of the above curriculum decisions; If the curriculum has been approved for Action at EPPC but a Senator decides that an approved curriculum item should be reconsidered, a motion to Reconsider may be made by any Senator, in the immediately following full Senate meeting, to reconsider that item. An affirmative vote means that item will be added to the agenda as an Action Item, the next main motion. This motion requires a majority vote to carry. This rule will be recorded as an Academic Senate Special Rule of Order.