

Adopted February 11, 1986

ACADEMIC SENATE
OF
CALIFORNIA POLYTECHNIC STATE UNIVERSITY
San Luis Obispo, California

AS-193-86 /CC

**RESOLUTION ON LIST OF PROPOSED CHANGES IN THE CURRICULUM
FOR NEW CATALOGS FOR USE BY THE ACADEMIC SENATE
CURRICULUM COMMITTEE**

- WHEREAS, The proposed changes for a new catalog and their justifications typically constitute many pages; and
- WHEREAS, Even a list of the proposed changes from one school may require several pages; and
- WHEREAS, The early preparation of a list of changes for distribution to the members of the Academic Senate Curriculum Committee for their study is more economical in regard to time and money than having each member prepare his/her own list and allows the committee members more time for evaluating the merits of proposed changes and the necessary interaction with the departments and schools concerning them; and
- WHEREAS, Since only the Chair of the Academic Senate Curriculum Committee receives any released time for work on the committee and the amount of released time does not nearly equal the time required to prepare a list of the changes, and since both the faculty and the administration need such a list as they study the proposed catalog changes; therefore, be it
- RESOLVED: That the Academic Senate request a person familiar with curricular matters in the Office of the Vice Provost of Academic Programs, have the responsibility of preparing the list of changes. The list should be in a format useful for review by the Academic Senate. (For example, see the accompanying sheet showing the format used for the list in 1985.) In order to meet the time schedule of the Academic Senate Curriculum Committee as it reviews the catalog proposals, the list of changes for one or two schools should be ready a few days after

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the catalog proposals are received by the Vice Provost from the schools. Lists of changes from other schools should be available as needed by the time schedule of the Academic Senate Curriculum Committee. The Vice Provost's Office will be kept informed of the time schedule by the Chair of the Academic Senate Curriculum Committee.

Memorandum

MAR 11 1986

To : Lloyd Lamouria, Chair
Academic Senate**Academic Senate**

Date : March 10, 1986

File No.:

Copies : Provost Fort
G. Irvin

From : Warren J. Baker

Subject : ACADEMIC SENATE RECOMMENDATIONS
REGARDING CURRICULUM AND CATALOG MATERIALS

Your memo of February 18 transmitted two recommendations adopted by the Academic Senate at its February 11 meeting dealing with distribution of catalog materials and listing of proposed changes in the curriculum for new catalogs (Resolutions AS 192-86 and AS 193-86). Upon receipt of these recommendations, I forwarded them to the Provost and Vice Provost for their review and comment.

I am pleased to report that with some stipulations both the Provost and Vice Provost are in agreement with the intent of the resolutions, and I too endorse and approve them.

It should be pointed out with regard to the recommendation for the listing of proposed catalog changes for use by the Academic Senate that it probably will not be possible for the Academic Affairs staff to prepare a separate format of listed changes for the Academic Senate. The concerns of the staff is that the timeline is so short between the time materials are received from the school deans and a review undertaken to prepare the proposals in a format different from that which is used by others will be extremely difficult, if not impossible. Personnel in the Academic Affairs Office will cooperate in every way possible with providing the Academic Senate Curriculum Committee materials for their review and in working with the Chair and members of the Curriculum Committee in the review process within the constraints of the time limitations which they have.