

Appendix 1: Academic Senate Bylaws Relating to the Committee of Curriculum

Members of the Academic Senate standing committees shall function from the date of election until September 1st of the calendar year following their election. During the changeover period from the April Senate meeting to the September first next following, the various committees shall consist of members of both the retiring committees and the new committees. A quorum shall consist of a majority of the committee size as of September first. Those who will constitute the new committee shall elect one chairperson before the last day of classes of the semester in which the committee is elected. The new chairperson shall serve beginning September first, the retiring chairperson shall be responsible for the preparation and submission of the annual report as stipulated in Article VII, Section 7b, of these Bylaws. (Article VII, Sec. 3b)

CHARGE:

A. GENERAL

The primary function of an Academic Senate committee shall be: to study the subjects referred to it by these bylaws or by the specific action of the Senate; to formulate appropriate policies thereon; and to propose such policies to the Senate for action. Every academic Senate committee shall maintain a continuing review of College policy in its area.

(Article VII, Sec. 3a)

Each standing committee shall distribute to the members of the instructional staff an annual written report and a copy filed with the secretary of the Academic Senate prior to the first Senate meeting in September. The secretary shall inform the Academic Senate of the names of the committees, which have not filed such reports.

(Article VII, Sec. 7b)

B. SPECIFIC

The Committee on Curriculum shall:

1. Consider and recommend to the Academic Senate new curricula and courses.
2. Consider and recommend to the Academic Senate changes in established curricula and course credits or hours.
3. Consider and recommend to the Academic Senate graduation requirements for new curricula and changes in graduation requirements for existing curricula.

(Article VII, Sec. 18)