

## **September 2019 CIC Proposal for determining priority in queue of curriculum proposals.**

There are approximately 100 proposals currently in the CIC queue. 5-10 can be decided per meeting, which means that with a best case scenario, 50 will be decided in the fall and all 100 complete by the end of the academic year. In order to restore normal function, new proposals can only be taken if they are an 'emergency'. The CIC proposes to use the following criteria to define an 'emergency' curriculum proposal:

A curriculum emergency is occurring if one of the following is true:

- A. The proposal is required for legal compliance (eg. AB705)
- B. The creation of the Non Credit Certificate will result in full funding for the non credit course
- C. The proposal is needed to fulfill a contractual agreement made by the college (eg. Contract education, a grant, etc.)
- D. Significant student impact will occur if the proposal is not accepted (eg. A course will no longer meet a transfer requirement without modification)

The CIC will consider emergency cases for the next scheduled meeting during the first 15 minutes of each CIC meeting. The emergency proposal must be complete and ready to be added to a CIC agenda by this time. If the CIC determines that the proposal meets the emergency criteria, the proposal will be added to the next CIC agenda.