

ASC Process for amending Local Degree Requirements

1. Proposal for change to local degree made to ASC
2. Campus-wide input gathered regarding proposed change
 - a. Eg. survey of all faculty, survey of students
3. Criteria for determining whether a course meets the degree requirement developed
 - a. Rubric for analysis of whether a course can be used to meet the requirement, based on the Course Outline of Record, developed
4. Finalized draft language for degree requirement change prepared
5. Campus-wide opinion on proposed change gathered
6. ASC votes whether to approve degree requirement change
 - a. ASC members vote according to their division/area opinion
7. ASC President brings new requirement to President's Cabinet for placement on College Council Agenda
8. New requirement reported at College Council
9. Curriculum Instruction Committee operationalizes changed degree requirement
 - a. Immediate change to degree(s)
 - b. Ensure that curriculum process accommodates new degree requirement when new courses are proposed or changes to an existing COR are made