

Faculty and Originator

Faculty are primarily responsible for curriculum, which includes making sure that the course outlines and programs offered are current and meet educational standards, transfer requirements, and industry standards (in the case of CTE curriculum). Moreover, the role of the faculty member is to:

- Assist their discipline in keeping courses and programs current.
- Submit curriculum proposals for their discipline.
- Review curriculum within their discipline and department.
- Vote on curriculum at both the discipline and department levels.

Faculty may submit curriculum proposals that fall within their discipline. The faculty member who submits a curriculum proposal is the originator of the proposal. The originator may include other faculty in their discipline as co-contributors to the proposal. The role of the originator is to:

- Create and submit the curriculum proposal with a rationale.
- Receive discipline and department approval for the proposal.
- Edit the proposal in case of technical issues.
- Monitor the proposal through the curriculum process.
- Provide explanation if requested by the curriculum committee.

Discipline and Discipline Facilitator

The discipline is responsible for all the courses and programs within its discipline. Some disciplines are district-wide while others are college-specific disciplines.

The role of the discipline is to:

- Update course outlines and programs within their colleges' program review cycle.
- Maintain the quality of their course outlines and programs.
- Create new courses and programs to meet the changing needs of the discipline.
- Communicate with all discipline faculty district-wide on curriculum proposals.
- Review and comment on proposals at both the discipline and department levels.
- Vote on proposals at both the discipline and department levels.
- Assign a discipline facilitator for district-wide disciplines.

District-wide disciplines require a discipline facilitator. The role of the discipline facilitator is to:

- Ensure discussion and consensus at the discipline level across the three colleges.
- Approve/deny proposals based on the vote of the district-wide discipline.