

SOUTHWEST TENNESSEE COMMUNITY COLLEGE**SUBJECT: Curriculum Review and Development****EFFECTIVE DATE: July 1, 2000; Revised February 9, 2023****Purpose**

The purpose of this policy is to set forth obligations and responsibilities associated with curriculum review and development at Southwest Tennessee Community College (“Southwest” or “the College”).

Policy

Southwest may create new courses, terminate existing courses, determine course content, determine course design, and carry out curriculum revisions that are less extensive than those the Tennessee Board of Regents (TBR) has reserved for itself or otherwise delegated.

I. Curriculum Review

All full-time faculty are responsible for the continuous review of curriculum to ensure that it is current, it meets or exceeds the standards of good practice, it is consistent with the mission of the College, and it complies with the approved objectives of the Department wherein it best fits.

The Vice President of Academic Affairs is responsible for periodically conducting review and evaluations of the curriculum. In the exercise of that responsibility, the Vice President will solicit advice from the faculty, chairs, and deans. Though advice is solicited, the final authority for formally evaluating the effectiveness of the curriculum resides with the Vice President of Academic Affairs.

II. Curriculum Development

Curriculum additions, deletions, and revisions originate at the departmental level. Faculty members, chairs, administrators, and other interested parties may initiate such recommendations. Those seeking these recommendations should seek feedback from program faculty, the Office of Institutional Effectiveness, the Center for Teaching and Learning Excellence liaison, the division Curriculum Committee, and the division dean prior to being submitted through the College’s curriculum approval process.

