

# A-001 CURRICULUM APPROVAL

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*A-001.2 Curriculum Approval – Less Than Major Significance*

Code: A-001  
 Date: January 31, 1980  
 Approved: Jon Wefald  
 Revised: October 11, 2001  
 Approved: David C. Danahar  
 Revised: November 30, 2010  
 Approved: David C. Danahar  
 Revised: April 28, 2014  
 Approved: Connie J. Gores

## Southwest Minnesota State University Policy Curriculum Approval

### 1. Curriculum Ownership

In keeping with the crucial role that faculty have traditionally played in curriculum matters, this regulation expressly designates to the Faculty Association the major responsibility for developing and recommending proposals for curriculum change.

### 2. Proposal Origination

Proposals affecting curriculum may originate from individual faculty, students, administrators, programs, departments, or special committees (e.g., Faculty Association committees, Student Association committees, and Administrative committees).

### 3. Proposal Submission

Proposals normally must be approved by an academic department before coming to the Curriculum Committee. However, exceptional cases may be brought to the Committee by the SmSUFA President. These exceptions include but are not limited to:

- a. Proposals concerning courses designated as IDST (Interdisciplinary Studies) or LEP (Liberal Education Program).
- b. Proposals concerning a new program that will not be housed in an existing department.

### 4. Communication

Originators of curriculum proposals should make every effort to seek input from the entire academic community, including faculty, students, administrators, and university supporters at an early stage in formulating proposals. Sponsors of proposals shall consult with all programs affected by the proposal prior to submitting the proposal.

### 5. Administrative Approval

All curriculum proposals must have the approval of the Office of Academic Affairs prior to the time they are publicized and formally implemented as part of the University's curriculum.

### 6. External Approval

Proposals requiring external approval (e.g., MnSCU, HLC, and Board of Teaching) may be publicized and implemented only after such authorization has been granted.

### 7. Governance

All committee and administrative procedures shall fulfill obligations as specified in MnSCU Board Governing Rules, Internal Rules, Operating Policies, and the negotiated agreements between the MnSCU Board and representative associations.

*See also:*

*A-001.1 Curriculum Approval – Major Significance*

*Note: While every effort is made to ensure accuracy, SMSU reserves the right to correct any clerical errors herein. Also, you can submit feedback.*