EXT @ RWU Curriculum Process

EXT Program Curriculum Changes Without Bristol Intersection (Internal)	EXT Program Curriculum Changes With Bristol Intersection (External)	Timeline
EXT department/area/program planning process by EXT professors & program directors	EXT department/area/program planning process by EXT professors & program directors in concert with Bristol professors/department chairs	Varies
creation of courses, majors, minors, programs, certificates	creation of courses, majors, minors, programs, certificates	Varies
EXT Dean reviews and moves forward to EXT Curriculum Committee (EXTCC) or returns to sponsor	EXT Curriculum Committee and Bristol School Curriculum Committees each review and recommend to EXT Dean	Internal: 2 Weeks External: 4-8 Weeks
EXT Curriculum Committee (EXT CC) reviews and recommends to Provost or sends back to sponsor	EXT Dean reviews and recommends to Faculty Senate Curriculum Committee (FSCC)	Internal: 4-8 Weeks External: 2 Weeks
	Faculty Senate Curriculum Committee (FSCC) reviews and recommends to Faculty Senate	4-8 Weeks

	Faculty Senate reviews and recommends to Provost ↓	4 Weeks
Provost		4 Weeks
Registrar - for Upcoming Catalog		

EXT curriculum and program approval process is outlined above. The outlined process is parallel to the Bristol campus programs with proper oversight, program planning, EXT Curriculum Committee, and decanal review. The curricular process will operate on a twelve-month basis.

The current curricular structure will remain in place for all courses originating in Bristol programs. In addition, Bristol based courses offered in EXT, will follow the established course request and faculty recommendation process. Permission will be sought via the course request process for any upper-level courses that are not existing degree program requirements.

Where EXT needs to create courses that parallel existing Bristol courses to effectively meet student learning needs, it will do so in partnership with the existing school and/or department. For example, creating a series of writing courses under a new course designation (COMP) to support the educational needs of our EL students or traditional age students. These types of courses will be approved by both department curriculum committees and proceed through the EXTCC and the FSCC to the Senate, and to Provost. The approved courses will be EXT courses and staffed by EXT program directors.

EXT Curriculum Committee (EXTCC): reviews, vets, and recommends curriculum and programs to move forward to the Provost (or sent back to the PCC for appropriate changes)
- Chaired by an elected, full time EXT faculty member
- Committee members:
    - full-time faculty;
    - Program Directors
    - Long-serving adjuncts or industry experts {to propose and offer

> feedback in fields/areas of study not represented by full time faculty, lecturers, or program directors.
>
> o Registrar

Cross-Campus Curriculum Committee (EXT CC): A cross-campus committee comprised of the EXT Dean, Dean of SSNS, Dean of SHAE, two Bristol-based faculty representatives (selected by Provost under advisement of the Faculty Senate), two EXT faculty representatives, the VP of Enrollment Management, and the Registrar will review any items of intersection between Bristol and EXT that need further review. The committee will meet at a minimum once each semester and serve as advisory to the Provost on intersecting UC/Bristol matters.

Reporting to Faculty Senate:
Once a year, EXT will provide a comprehensive report to the Faculty Senate on all curriculum and program approvals, as well as new partnerships. Once a semester, EXT will hold an "open house" for Bristol faculty.