Proposed Discipline Placement Process

Step 1: Identification of courses needing discipline placement review. This need may be identified at any stage prior to the agenda by faculty author, faculty chair, dean, Curriculum Analyst, Faculty Reviewers, or Curriculum Committee members in general. Prior to the proposal being placed on the agenda, discipline placement review may be initiated by emailing the Curriculum Committee Faculty Co-Chair.

Step 2: This will trigger review by the Discipline Placement Subcommittee, which will be made up of the Faculty Curriculum Co-Chair as well as at least 3 Curriculum Committee faculty members each representing different divisions but who do not belong to the disciplines involved so as to keep the review objective. The subcommittee will review the COR, particularly the content, using the MQs and agreed upon criteria and doing research as needed to make their determination.

Step 3: The Curriculum Committee will be informed that the review process has taken place as well as the recommendation of the Subcommittee, which will be voted on as a Consent Item. In keeping with our process, a Curriculum Committee member may request that an item be removed from the Consent Item for discussion and/or a separate vote.

Step 4: Once the discipline placement has been approved, the course will continue on through the review process (Library Review, Faculty Review, Articulation Review, and finally agenda). Once on the agenda, Curriculum Committee will be voting on these proposals the way we do all courses. Outstanding concerns may be raised and motions made and voted on at that time to address them, including requesting first-time discipline review.
Criteria:

The Discipline Placement Subcommittee will consult with the following to make their determination of the appropriate discipline or disciplines:

1) Minimum Qualifications
2) GE discipline assignments at NVC, IGETC, CSU
3) NVC Faculty in the relevant disciplines
4) Discipline assignment at other California community colleges
5) Other resources as needed