

CURRICULUM COMMITTEE CHARTER

ARTICLE I: NAME

The name of this committee shall be the Curriculum Committee.

ARTICLE II: PURPOSE

This committee is responsible for the review and recommendation of curriculum within the District's local approval process and is a standing subcommittee of the Academic Senate. Its purview is limited to curriculum review and recommendation functions assigned by law, including those academic and professional matters relating to curriculum, degree and certificate requirements, grading policies, educational program development, standards or policies regarding student preparation and success as they are implemented through the curriculum process, and other curricular matters delegated to it by Board Policy (BP) 4020, Administrative Procedure (AP) 4020, and the Academic Senate. The Committee does not exercise authority over matters assigned by law, District policy, or collective bargaining agreement to other governance, administrative, or labor processes.

ARTICLE III: AUTHORITY

This committee operates under authority established by:

- California Education Code §70901(b)(1)(E), which preserves the right of academic senates to assume primary responsibility for recommendations in the areas of curriculum and academic standards;
- Title 5, §§53200 and 53203, which identify curriculum as an academic and professional matter and require local governing boards to consult collegially with academic senates;
- Title 5, §§55001 and 55002, which require districts to establish curriculum committees by mutual agreement between administration and academic senates and assign curriculum committees a formal role in the review and recommendation of courses and programs;
- District BP 4020, AP 4020, and other District policies and procedures governing curriculum development and review, course approval, and credit-hour compliance; and
- The Butte College Academic Senate.

The Committee's jurisdiction extends only to matters that are part of the District's curriculum approval process and does not extend to matters whose primary character is contractual, administrative, or operational.

ARTICLE IV: RESPONSIBILITIES

This committee will:

- Review and act on curricular matters pertaining to academic content, standards, and program quality including new courses and programs, modifications, discontinuances, prerequisites, advisories, general education determinations, delivery modalities, and other curriculum matters expressly delegated to it by the Academic Senate and consistent with law and District policy;
- Assure that curriculum proposals comply with applicable law, regulation, Chancellor's Office guidance, accreditation expectations, and District policies and procedures;
- Recommend curriculum-related procedure changes to the Academic Senate for consideration through the District approval process;

- Support regular curriculum review cycles and continuous improvement consistent with District procedures, including review of career and technical education curriculum on accelerated timelines, when required;
- Promote appropriate faculty oversight, curriculum quality, and accessibility in the development and review of courses and programs; and
- Provide for and participate in orientation and periodic training of committee members in curricular matters.
- Other matters that fall outside the committee's curricular purview are referred to the appropriate body, consistent with applicable law, District policies, and collective bargaining agreements.

ARTICLE V: MEMBERSHIP

This committee will be chaired by the Curriculum Committee Chair, with the Vice President of the Academic Senate serving as vice chair. The Committee's composition shall be established by mutual agreement of the Academic Senate and administration, consistent with Title 5 §55001 and District policies and procedures, and shall include the positions identified in Administrative Procedure 4020. The specific voting and non-voting membership structure, appointment methods, terms, officer roles, and related operating provisions shall be stated in the committee bylaws. As a standing subcommittee of the Academic Senate, the committee's faculty appointments and leadership roles shall remain consistent with Title 5 §53203 and the Academic Senate bylaws.

ARTICLE VI: MEETINGS

The committee will meet regularly during the academic year in accordance with its bylaws and applicable Brown Act requirements. All final deliberation and action of the committee shall occur at properly noticed meetings.

ARTICLE VII: AMENDMENTS

Amendments to this charter may be proposed by any seated committee member but must be approved by two-thirds of the seated members exercising their right to vote. Moreover, amendments must be ratified by the Academic Senate and College Council in order to take effect. Any amendment affecting the committee's composition or authority under Title 5 §55001 shall also require mutual agreement between the Academic Senate and the Superintendent/President before taking effect.

ARTICLE VIII: DISSOLUTION

The Curriculum Committee will remain active until dissolved by formal action of the District consistent with law, District policies, and the mutual-agreement requirement applicable to curriculum committees under Title 5 §55001. Upon dissolution, any duties, responsibilities, or authority assigned under this Charter (and the accompanying committee bylaws) shall revert to the Academic Senate, unless and until reassigned through lawful Senate action and consistent with applicable law, Board Policy, Administrative Procedure, and mutual agreement where required by Title 5 and consistent with any current collective bargaining agreements.