

## 5. Enact faculty primacy in the approval process

After reviewing the language with the curriculum co-chairs, this is the final version for the consent agenda.

To ensure timely processing of curriculum, the Curriculum Committee will implement the following process:

- Person/Committee responsible for each stage of the review process will have two (2) weeks upon **notification the curriculum entered the queue** to submit comments, express concerns, and/or request changes. All comment(s) should be recorded in the comment section of the curriculum management system.
- At the end of the two weeks, if the submission has not moved out of the review stage for any reason, the course's faculty author(s) or department chair may submit an email request for the Curriculum Co-Chairs that the course be advanced. The Curriculum Co-Chairs will send a courtesy email to the person/committee indicating that the Curriculum faculty co-chair(s) will advance the course to the next stage in three (3) days with or without review/comments.
- During the committee vote, the Curriculum co-chairs will note that the curriculum was advanced beyond said stage via faculty request and or department chair request.