Oxnard College

Flow of Curriculum

1. Creation of curriculum by faculty - Full or Part-time.
2. Departmental Review, including technical review performed by faculty within each department.
3. Electronic submission of complete package of curriculum documents to OC Curriculum Group for placement on the 1st Reading agenda.
4. Submission of hard copies with all signatures to the Office of Student Learning.
5. Presentation of curriculum package to Curriculum Committee for 1st Reading. 98s and 198s receive one reading as an Information item.
6. Processing of any 1st Reading Curriculum Committee comments and electronic submission of any revised documents to OC Curriculum Group.
7. Review by DTRW (If appropriate under the District Participatory Governance Manual pertaining to documents to be reviewed by DTRW).
8. Processing of any DTRW comments and electronic submission of any revised documents to OC Curriculum Group.
9. Presentation of curriculum package to Curriculum Committee for 2nd Reading.
10. Forwarding of approved curriculum to the Board of Trustees for approval.