




## Memorandum

**TO:** Dr. Virginia C. Tudela, Vice President for Academic Affairs 

**FROM:** Christine Matson, Curriculum Committee Chairperson   
Marlena Pangelinan, Curriculum Committee Co-chairperson 

**SUBJECT:** CRC Update

**DATE:** June 2, 2022

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It is with great pride to report that the CRC received approximately 23 program and 139 course curriculum documents for review and recommendation. The committee, consisting of 4 members, held online meetings with each curriculum author with a scheduled meeting in order to review, update, and recommend curriculum revisions for review and approval through GCC's curriculum review process.

Along with the review of curriculum, the CRC has identified several means for closing some of the gaps in the current process in order to improve for the upcoming academic year. With the receipt of the 162 documents for review, the CRC still has 18 documents pending for review. Given this, the 18 pending documents will be prioritized and scheduled during the first several meetings the CRC will hold in the upcoming fall semester. The CRC was also meeting several times a week in the last few months of the academic year in order to review and address the documents received during those times. With the influx of documents received towards the end of the semester, the CRC will now establish a strict meeting schedule and strict deadlines so that documents received will all be reviewed and processed prior to the end of the semester. This will also assist with the processing of the academic catalog and the degree works updates for the next academic year. Another area for improvement is the need for additional members, preferably faculty. Finally, as we finalize the updates to the curriculum manual, the CRC will update the review process so that the Registrar may review curriculum revisions ahead of the CRC review and meeting with authors in order to identify any potential program and Banner issues ahead of the CRC's review.

Thank you for your time and support as we work to improve and support student centered success.