TO: The Academic Senate
FROM: The Committee on Instruction and Curriculum
SUBJECT: 14-15 CIC 25: Procedure for Handling Pilot Programs’ Migration to Permanent Status

PURPOSE For approval of the Academic Senate; upon the President’s signature

ACTION REQUESTED That the Academic Senate approve CIC’s proposed policy for handling academic programs as they move to permanent status

BACKGROUND INFORMATION:
At CIC’s meeting on March 16, the Committee considered a proposal for how to process degree programs as they move from “pilot” status to permanent. The Committee has seen one program pursue “pilot” status to allow the program to form without the bureaucratic processes of first seeking permanent status from the CSU Chancellor’s Office. Because pilot program curricular proposals must undergo thorough campus review and approval, analogous to regular new program approvals processes, before being submitted to the Chancellor’s Office as a pilot program, CIC considers such programs, when seeking permanent status, to be analogous to existing programs undergoing external review for 5-year program review. On April 6, 2015, CIC voted to recommend a policy which included CIC in the review process even when there was no curricular changes from when it was first vetted by CIC in the pilot proposal process.

However, the Senate referred the policy back to Committee on May 20. The Committee amended the policy recommendation and voted to send it back to the Senate on 10/5.

PROPOSED POLICY:
When programs previously approved for pilot status seek permanent status, CIC will receive and forward a recommendation using the CSU Pilot Conversion Template (http://www.calstate.edu/APP/documents/ConvertingPilottoRegularProgramStatusTemplate.docx) to CAPR that, in conjunction with the external reviewer’s report considered by CAPR, will be forwarded to the Senate with a recommendation regarding converting the program curriculum to permanent status. As with established programs, if there are significant changes to the program curriculum, CIC approval will be required; otherwise, CIC will not be involved. If approval is received from the Senate and the University President, APGS will forward these documents to the CSU Chancellor’s Office for approval.