Sacramento City College
Curriculum Cycle Calendar
Spring 2023 - Spring 2024
(2024-2025 Catalog)[1]

Planning

March 2023
- Curriculum review and revisions start for departments in program review.
- March 3, 2023, 11:00 am to 12:30 pm: Meeting for all departments in program review.
- All departments discuss any curriculum changes needed for the 2024-2025 catalog.

March 31, 2023
- Department Chairs email a summary of curriculum changes for the 2024-2025 or future catalogs to the tech review team and your division dean.
    - Renee Medina (Faculty Chair)
    - Crystal Thornton (Curriculum Specialist)
    - Shannon Gilley (Articulation Officer)
    - Division Dean

April/May 2023
Departments planning new courses or programs will meet with the tech review team. All new programs must be approved by the Program Placement Council before beginning the curriculum process in Socrates.

Deadlines

Program Review: April 21, 2023
Deadline for all program review revisions to be launched and at Tech Review status in Socrates.

All Other Curriculum Proposals: September 1, 2023
Deadline for all new and revised curriculum proposals to be launched and at Tech Review status in Socrates.

Any proposals launched after September 1, 2023 may not be approved for the 2024-2025 catalog. New courses requesting CSU GE, UC transferability and/or IGETC will not be available until the following catalog.

Curriculum Committee Review

Stages of Curriculum Review
- Tech Review: The tech review team reviews the outline and sends a list of required edits.
- Subcommittees: One or more subcommittee will review the outline and send a list of required edits.
- First Reading: The developer attends a Curriculum Committee meeting to discuss the outline with the committee. The committee will suggest edits.
- Second Reading: The Curriculum Committee will approve the outline if all required edits have been completed.
- Revisions will be cataloged after second reading.
- New courses or programs will advance to the district and state for approval.

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[1] Or a future catalog

Catalog Dates

Curriculum proposals approved by the SCC Curriculum Committee before November 17, 2023 will be published in the catalog according to the chart below.

Proposal Type	Catalog[2]
Course Revisions	2024-2025
New Courses numbered below 300 (non-transfer)	2024-2025
New Courses numbered 300 and above requesting CSU transfer only	2024-2025
New Courses numbered 300 and above requesting UC transfer, CSU GE, IGETC	2025-2026
New or revised degrees or certificates	The first catalog or catalog update after approval by the CCCCO.

Meeting Dates

SCC Curriculum Committee

The Curriculum Committee meets on Fridays from 11:00 a.m. to 1:00 p.m.

Finalize the 23-24 Catalog	<u>2023</u> February 3, 10, 24 March 10, 24
Yearly Evaluation	April 7, 2023
Hold for Emergency Meetings	April 14, 21, 28, May 5
Tech/ Subcommittee Review for the 24-25 Catalog	April 10, 2023 through October 27, 2023
First and Second Reading for the 24-25 Catalog	<u>2023</u> September 1, 8, 15, 22, 29 October 6, 13, 20 27 November 3, 17 December 1,8
Finalize the 24-25 Catalog	<u>2024</u> January 26 February 2, 9, 23 March 8, 22

Program Placement Council (PPC)

The Tuesday before each DCCC meeting.

District Curriculum Coordinating Committee (DCCC)

Fourth Friday of the month August - November[3] and January - April

Board of Trustees 2023

Jan 11, Feb 8, Mar 8, Apr 12, May 10, June 14, July 12, Aug 9, Sept 13, Oct 18, Nov 8, Dec 13

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[2] The Official Catalog is published on August 1 and a Catalog Update is published on January 1.
[3] If the fourth Friday in November is a holiday, DCCC will meet on the following Friday.