Who Is Doing What: The Responsibilities of a Signatory

	Initiator	Chair	CCC	Dean	GE	UCC	Senate	AVP	Prov/Pres.
1. The proposal has been fully vetted in the department.									
2. The proposed program fits the mission of the college.									
3. The proposed program fits the mission of the university.						X		X	
4. The curriculum meets disciplinary standards and CSU norms.						X		X	
5. The courses in the program are rigorous in content and appropriate in pedagogy.						X			
6. If in the GE, the course meets standards (content and learning outcomes) in an area (category) or theme.					X				
7. Necessary consultation has taken place.						X			
8. The CS# (K-factor) for a course is appropriate.						X		X	
9. The language used in the proposal follows received conventions and the proposal is ready for catalog production.						X		X	
10. There are sufficient resources to support the proposed program.									
11. The program is in line with CSUSB policies and regulations.						X		X	
12. The program complies with Title 5 and CSU regulations.								X	
13. Self-support program: Certification that state recourses are “either unavailable or inappropriate.”									
14. The campus is ready to implement the program (if new).									X