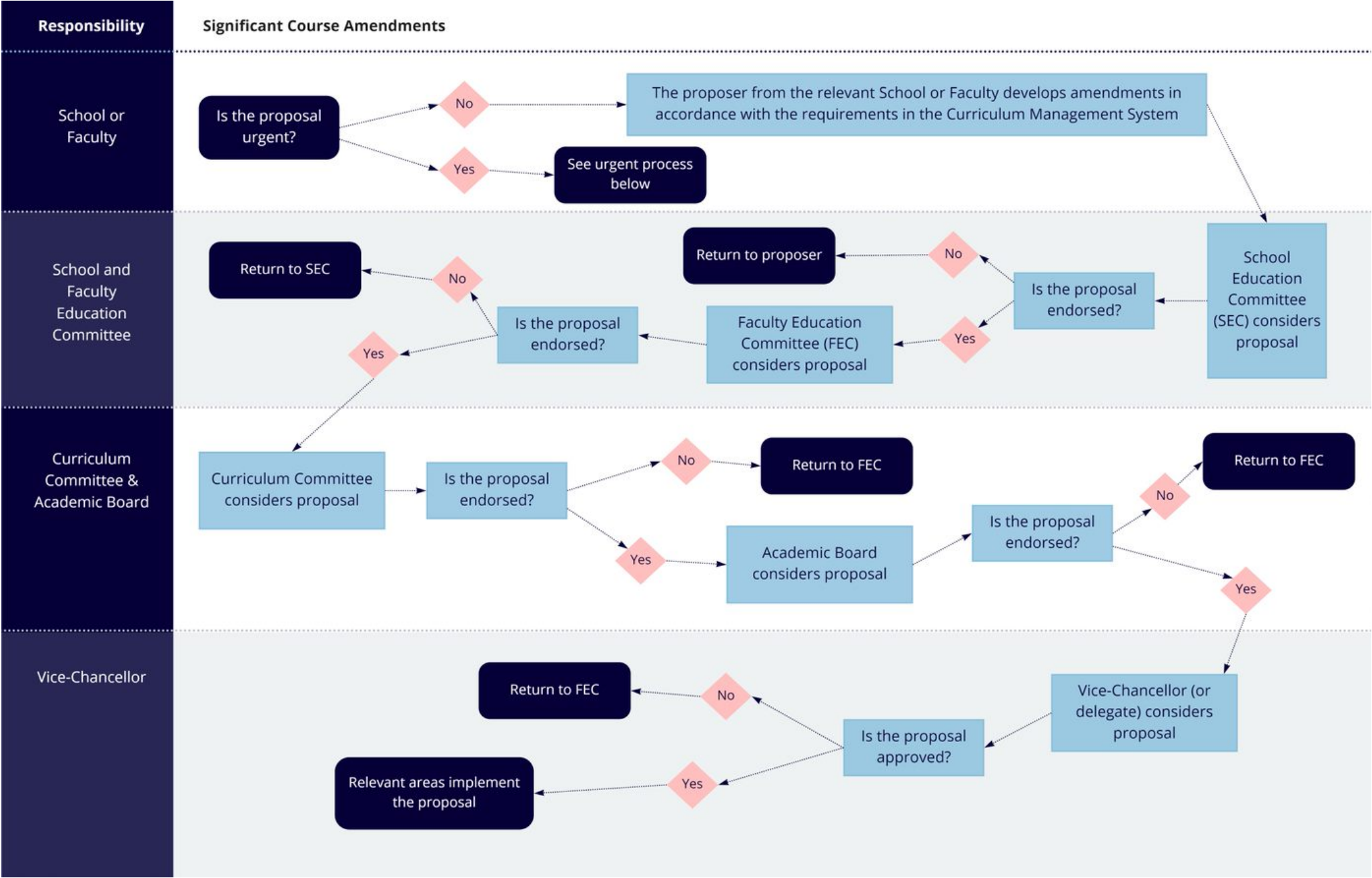
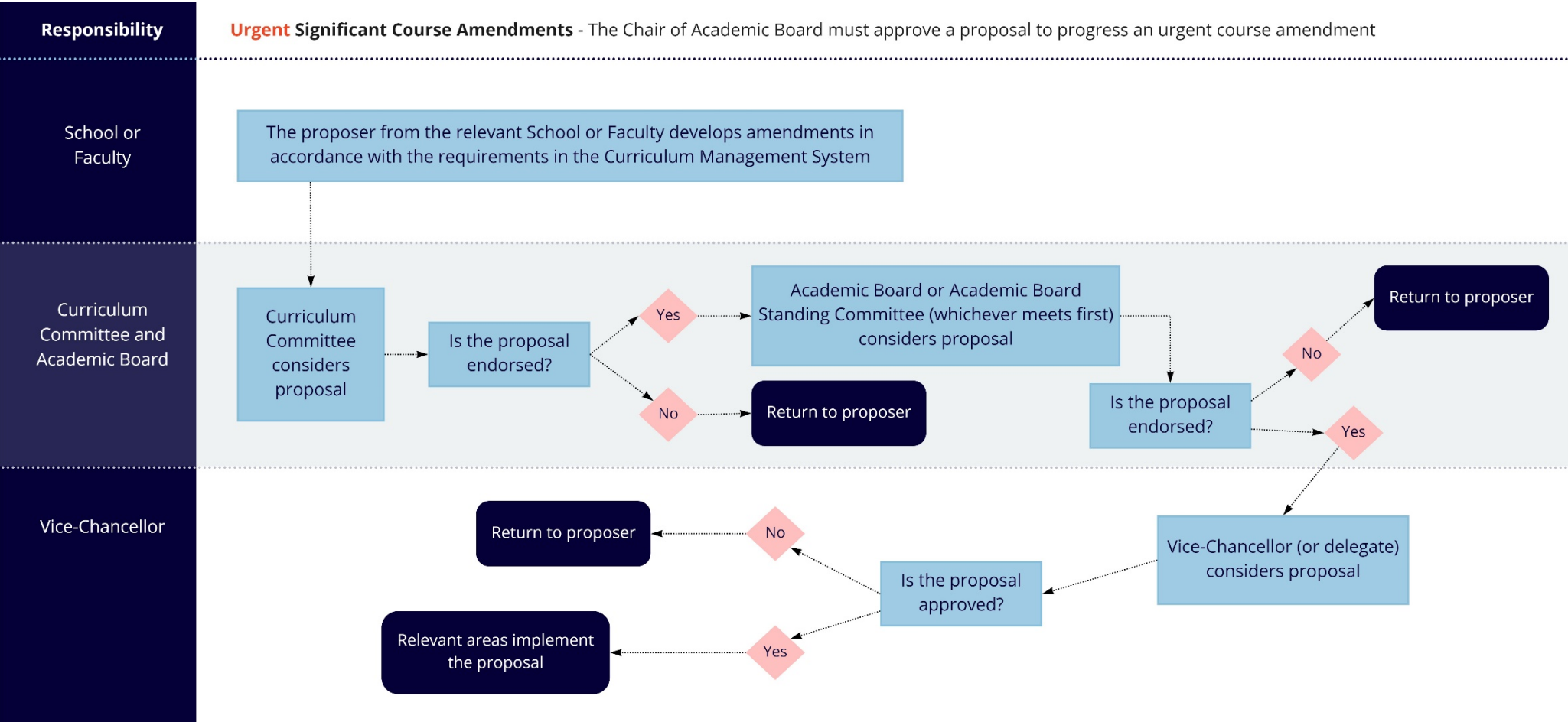
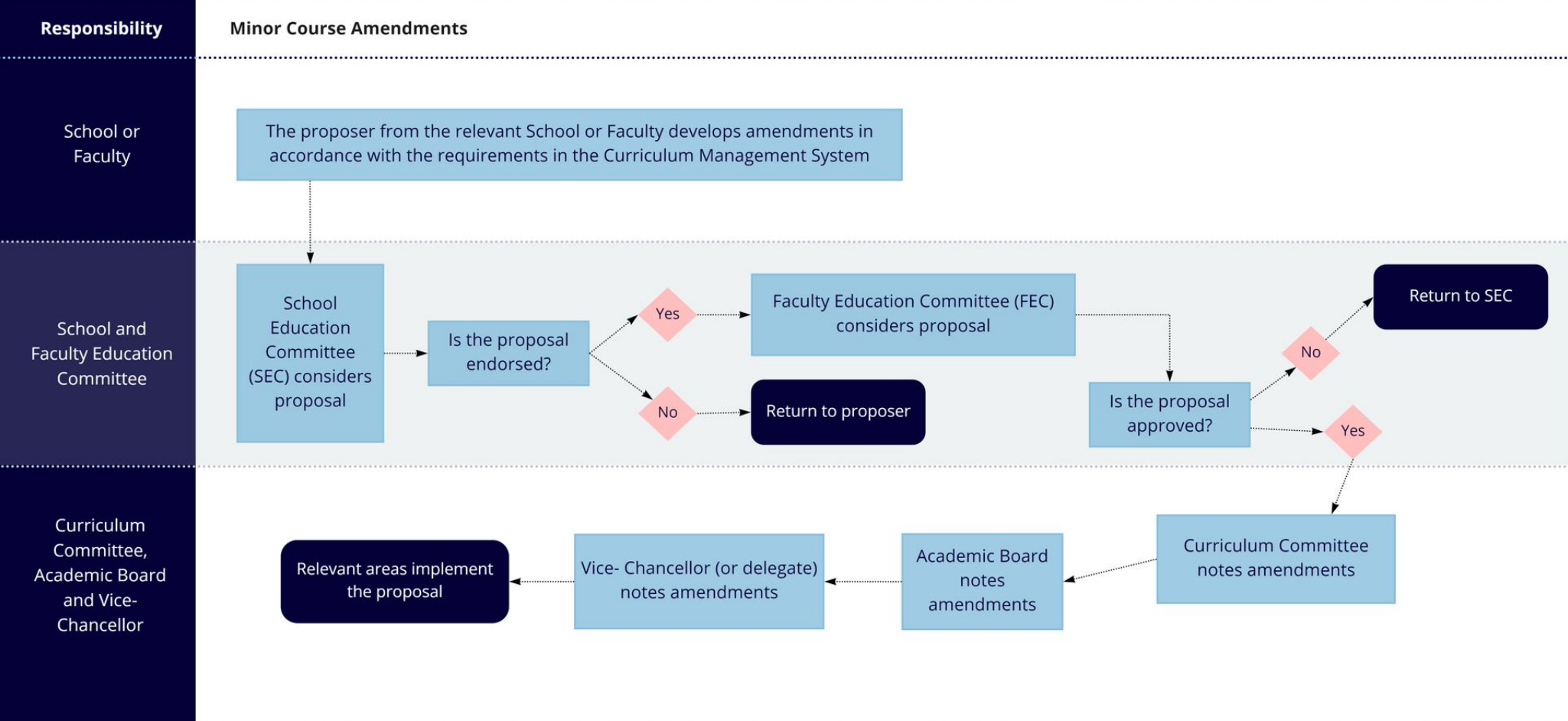
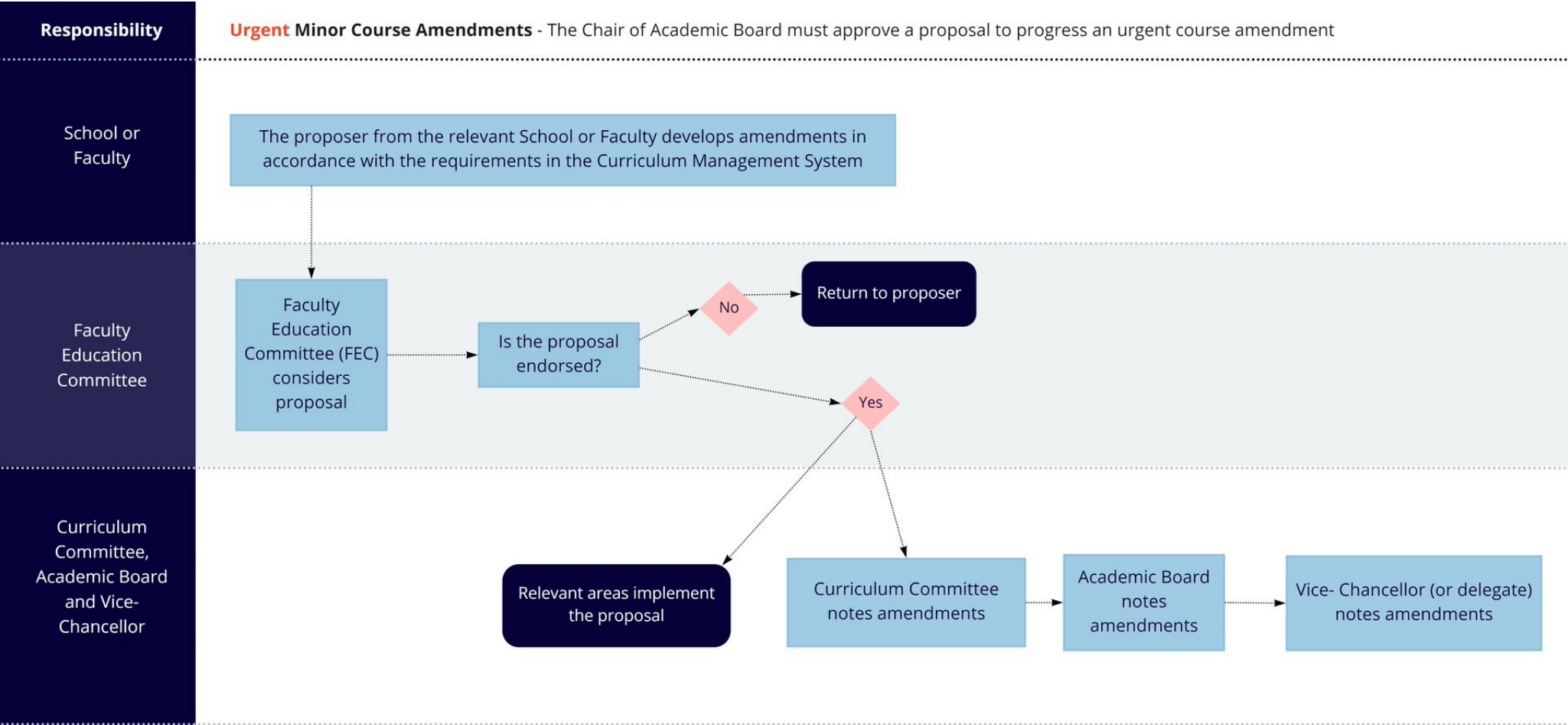


Course Amendments Workflow









Significant Course Amendments

The following steps apply to consideration and approval of significant course amendments:

- Proposer develops proposal in accordance with the requirements in the Curriculum Management System
- School Education Committee considers proposal and decides whether to endorse
- Faculty Education Committee considers proposal and decides whether to endorse
- Curriculum Committee considers proposal and decides whether to endorse
- Academic Board considers proposal and decides whether to endorse
- Vice- Chancellor (or delegate) considers proposal and decides whether to approve. If approved, relevant areas implement the proposal

If a proposal is not endorsed or approved at any step, it is returned to the proposer for further consideration.

Urgent Significant Course Amendments

The Chair of Academic Board must approve a proposal to progress a significant course amendment through the urgent process.

The following steps apply to consideration and approval of an urgent significant course amendment:

- Proposer develops proposal in accordance with the requirements in the Curriculum Management System
- Curriculum Committee considers proposal and decides whether to endorse
- Academic Board Standing Committee or Academic Board (whichever meets first) considers proposal and decides whether to endorse
- Vice- Chancellor (or delegate) considers proposal and decides whether to approve. If approved, relevant areas implement the proposal

If a proposal is not endorsed or approved at any step, it is returned to the proposer for further consideration.

Minor Course Amendments

The following steps apply to consideration and approval of minor course amendments:

- Proposer develops proposal in accordance with the requirements in the Curriculum Management System
- School Education Committee considers proposal and decides whether to endorse
- Faculty Education Committee considers proposal and decides whether to approve
- Curriculum Committee considers proposal and decides whether to note
- Academic Board considers proposal and decides whether to note
- Vice- Chancellor (or delegate) considers proposal and decides whether to note
- Relevant areas implement the proposal

If a proposal is not noted, endorsed or approved at any step, it is returned to the proposer for further consideration.

Urgent Minor Course Amendments

The Chair of Academic Board must approve a proposal to progress a minor course amendment through the urgent process.

The following steps apply to consideration and approval of urgent minor course amendments:

- Proposer develops proposal in accordance with the requirements in the Curriculum Management System.
- Faculty Education Committee considers proposal and decides whether to approve. If approved, relevant areas implement the proposal
- Curriculum Committee notes proposal
- Academic Board notes proposal
- Vice- Chancellor (or delegate) notes proposal

If a proposal is not noted or approved at any step, it is returned to the proposer for further consideration.