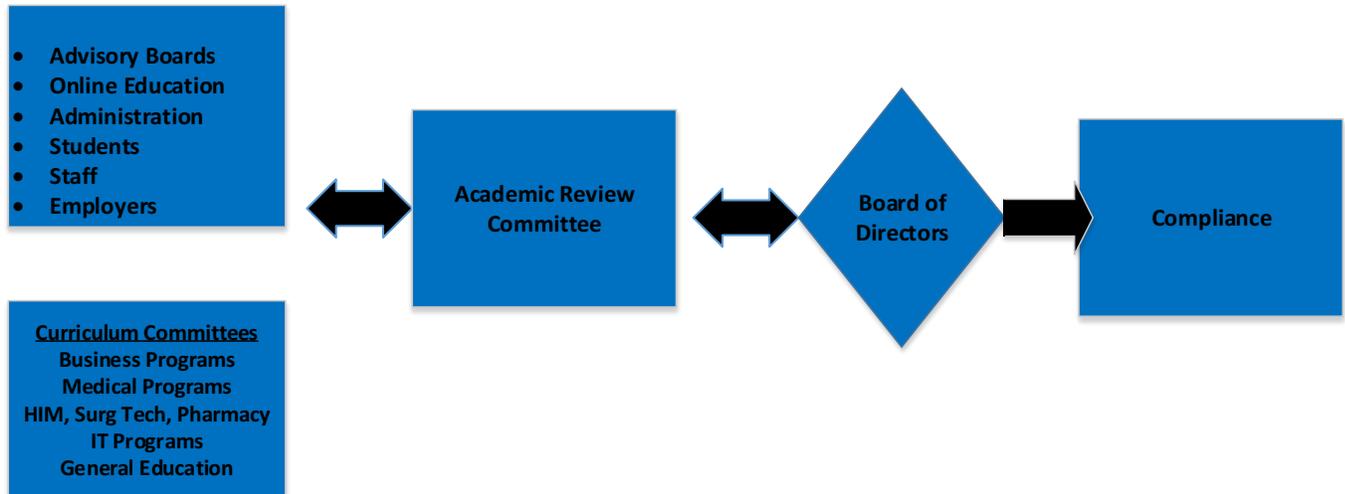


SUMMARY OF CURRICULUM DEVELOPMENT

The University has a comprehensive system in place to assist in the review and development of academic programs and processes. The University has created an Academic Review Committee (ARC) to oversee the process of curriculum changes and academic policy. Academic input can come from a variety of sources including, but should not be limited to: faculty and staff members, current students, curriculum meetings and Campus Advisory Boards.



The University has several curriculum committees for specific academic areas: Medical Programs including MAA, MAC, MOP, MHSM and PBY-ECG programs, Health Information Management, Pharmacy Technician, Nursing Programs, Information Technology, Business Education, and General Education. These committees are composed of the program director and faculty members. The Curriculum committees have been developed to review all programmatic and academic issues related to their specific program and content areas. They should discuss all suggestions brought to their attention such as course changes, program changes, new programs and text book adoption. The members of the committees will bring issues forward for the ARC to review and act upon. Members of the committees may be called upon to present information to the Academic Review Committee.

The Academic Review Committee (ARC) is composed of Executive Vice President of Academic Affairs and Accreditation, Director of Distance Education, compliance, Library and a team of academics including program directors and faculty. . This committee accepts input from several sources: curriculum committees, graduate education oversight committee, and advisory boards. The committee oversees the administration of all academic changes, modifications and enhancements for the University. The core members of this committee bring a wide range of skills and education to the oversight of all academic programs. Members of various campus and curriculum committees will be called upon to present proposals to the ARC for discussion. The ARC identifies the curriculum design team for each new program or revision.

The ARC makes decisions on the academic issues brought forth for review. The ARC is the final authoritative body responsible for approving and implementing changes to the academic programs, and the creation of new academic programs. When a request is received by the ARC, one of three scenarios occurs: a) the request for action is approved and implemented; b) the request for action is sent for further review and edits; c) the request is not approved. The ARC has the final say on all requests for change or modification to academic programs at the University.