

**FOOTHILL COLLEGE**  
**College Curriculum Committee**  
**Resolution Regarding Process for New Course Creation**

Whereas, courses must be created with careful consideration of how they align with the overall college mission and fit into the college's curricular offerings and the CCC has responsibility for coordinating the development of new curriculum between and among divisions,

Resolved that anytime faculty wish to develop a new course or propose major changes to an existing course which would change the overall course intent or student audience, the CCC Rep(s) from their division will present this information at the next upcoming College Curriculum Committee meeting using a concise user-friendly form developed by the Curriculum Team;

Resolved, that CCC members are responsible for carefully considering whether new courses might impact courses or curriculum in their own divisions and if so, for subsequently initiating communication with/between appropriate interdisciplinary faculty;

Resolved that any conflicts or concerns regarding potentially overlapping curriculum be resolved informally through discussions between relevant division/department faculty members; and,

Resolved that in accordance with "primary reliance," and only in those rare cases where department and/or division faculty cannot informally agree on how to resolve a potential conflict, the CCC will take a formal vote to decide the question.