

Educational Policy Committee

Fast Track Policy | Minor Changes

Aloha Faculty Senators,

The FastTrack policy allows minor course changes to be made without going through the Curriculum Review process. The Educational Policy Committee would like to propose the inclusion of specific items on the FastTrack Curriculum Proposal form. After asking for your feedback on the substantive changes survey, we compiled a list of items of basic items. At the next Academic Senate meeting, we will be asking Faculty Senators for a vote on each item individually, to be included on the FastTrack form.

Please keep in mind that:

1. There are several levels of approval signatures needed for FastTrack proposals to be accepted.
2. Starting in Fall 2017, the Curriculum Review timeline for course modifications will be almost two years; the FastTrack process is meant to expedite minor changes to courses.
3. Any items to be included on the FastTrack form should not compromise the rigor of the course and should be considered minor changes not requiring full CRC review.

Your vote should reflect the understanding of these points. The items are:

1. Minor re-wording of CLOs for clarity/correctness, system alignment, or updating outdated content
2. Minor re-wording of course description for clarity/correctness, system alignment, or updating outdated content
3. Minor re-wording of course objectives for clarity/correctness, system alignment, or updating outdated content
4. Course alpha changes for system alignment only
5. Course number changes at the same academic level for alignment only
6. Course title changes for clarity/correctness or system alignment only
7. Addition of course objectives
8. Addition of course topics
9. Addition of recommended prior coursework
10. Deletion of recommended prior coursework
11. Deletion of a course that is not required or listed as an elective

A “Yes” vote means you think the item should be allowed for FastTrack approval.

A “No” vote means you do not think the item should be allowed for FastTrack approval.

An “Abstention” vote means you choose not to approve or disapprove the inclusion of the item for the FastTrack form.

If you have more questions about the policy,
please direct them to your EPC representative or EPC co-chairs:

David Tsugawa (dtugawa@hawaii.edu) & Jessica Gonzalez (jlerma@hawaii.edu).

We have asked that a vote take place at the Academic Senate meeting on Friday, Oct 28.

We hope to see you there!