

# Ethnic Studies Area F Course Approval Procedure

## New Courses

- Discipline faculty will create a course with the discipline prefix that addresses the core competencies for CSU Area F Ethnic Studies.
- Discipline courses will come to CCI for approval through two readings.
- After final course discipline prefix course receives approval through CCI, a copy will be created in ETHS.
- The ETHS cross-listing will be consented at the following CCI meeting.

## Course Revisions

- Discipline faculty will revise the discipline prefix course.
- Discipline course revisions will come to CCI for approval.
- After the discipline prefix course receives approval, the course cross-listing in ETHS will be launched and discipline course originator will make edits to the ETHS course to match the discipline prefix course.
- The edits will be consented at the following CCI meeting.

## ETHS prefix

- The ETHS prefix will be maintained by the CCI chair. CCI chair serves as originator and creates courses and revisions in the ETHS prefix.
- After the course is launched, the discipline specific faculty will be added as co-contributor to make revisions.

## Practices for ETHS course numbering

- ETHS course cross-listing course numbers should be consistent with the discipline prefix course number where possible. (Course XYZ G145 should be ETHS G145).
- ETHS courses that are equivalent across the district should have consistent course numbering.
- If ETHS cross-listed courses are not updated after the discipline specific course is approved at CCI, the ETHS course number will be suspended.