



San Bernardino

**Valley College**

**Catalog Vetting Process**

Task:	Reviewed By:
Curriculum Proposal Submitted by Faculty	Faculty Chair Articulation Officer DE Coordinators Dean
Curriculum Technical Review	Faculty Chairs Deans Curriculum Technical Review Committee Members
Curriculum Committee	Faculty Chairs Deans Curriculum Committee Members
Board of Trustees Approval	Faculty Chairs Deans Curriculum Committee Members Admissions and Records Financial Aid Dean of Counseling and Matriculation Vice President of Instruction Vice President of Student Services
Updates to Catalog	Administrative Curriculum Coordinator
Catalog Review #1	SBVC Managers SBVC Faculty Chairs Administrative Services Student Services and Articulation Officer President's Office SBVC Foundation
Faculty and Administration Education Updates	SBVC Fulltime Faculty SBVC Managers SBCCD Chancellor's Office
Updates to Catalog	Administrative Curriculum Coordinator
Catalog Review #2	SBVC Managers SBVC Faculty Chairs Administrative Services Student Services and Articulation Officer President's Office
Updates to Catalog (if needed)	Administrative Curriculum Coordinator
Catalog Review #3	SBVC Managers SBVC Faculty Chairs Administrative Services Student Services and Articulation Officer President's Office
Updates to Catalog (if needed)	Administrative Curriculum Coordinator
Final Catalog Review	Vice President of Instruction
Publish Catalog	Administrative Curriculum Coordinator