



## California State University, Stanislaus Curriculog – A Solution to Curriculum Management

Curriculog is a curriculum management system software hosted by Digarc, the company that currently hosts Stanislaus State's online catalog ([catalog.csustan.edu](http://catalog.csustan.edu)).

### Software Supports Curriculum Processes:

- New and modified courses
- Program revisions
- New degree program campus-wide approval
- Course fees

### Other Processes Curriculog may Support:

- Academic policy revisions and approvals
- Departmental articulation approvals
- Other work flow processes

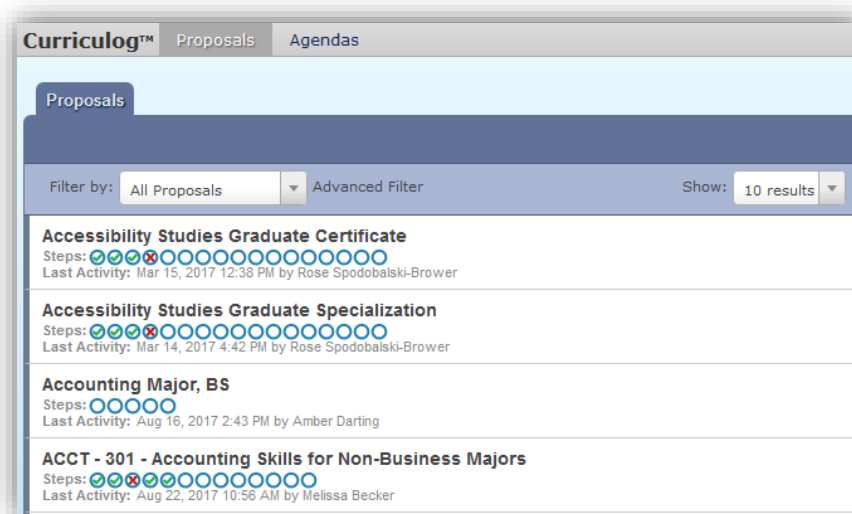
### Efficiency, Transparency, and Process Improvement

The system allows forms for revised courses and programs to be prefilled with what is currently approved in the catalog. Curriculog automatically routes new and revised proposals for approval. Agendas with curricula can be developed and routed to committees in the system. The software allows all faculty to see what courses and programs are proposed, whether they are on or off campus. Information can be available to public or via sign-on. Paperless process would substantially reduce the unnecessary use of paper/printing and allow all comments/revisions to be handled within Curriculog.

Curriculog easily integrates with current University catalog program (Acalog) and PeopleSoft. The information from Curriculog can be “pushed out” to the catalog, reducing the human error factor and reducing manual work.

### List of Other Universities and Colleges with Curriculog

- California State University, East Bay
- California State University, Fullerton
- California State University, Pomona
- California State University, San Marcos
- California State University, San Jose
- University of California, Merced
- Weber State University (fully transparent system: <https://weber.curriculog.com>)
- Central Washington University (fully transparent system: <https://cwu.curriculog.com/>)
- & more!



## Other Features

**Impact Reporting** Curriculog provides proactive curriculum reporting to identify curriculum relationships, view the impact of a proposed change across the curriculum, including co-requisites, pre-requisites and degree relationships.

**Role-Based Participant Management** Approval processes can be customized to be universal, or designed with specific departments or individual users for approval steps. Universal processes use roles by which new proposals will automatically populate with participants the moment a proposal is identified with a department or other institutional unit. Curriculog displays a workflow simulation prior to launch showing every participant associated with each approval step, and will highlight any gaps that could lead to bottlenecks or stuck processes.

Curriculog dynamically runs a simulation of the workflow to reveal any participant gaps, and will automatically fill in participants based on their department and defined role in the system.

**Interactive Committee Agendas** Curriculog makes it easy to associate proposals with specific committee steps, and to easily generate committee agendas. The option for proxy voting allows an agenda administrator to access an agenda list of proposals on their iPad, other tablet, or laptop during a committee meeting, and easily approve or reject proposals in real time during the meeting. Alternatively, print agendas may be generated, and meetings conducted virtually through the Curriculog system.

### **Configurable Voting for Step Approval**

Each proposal step can be uniquely configured to enforce a designated voting threshold for approval, as well as the ability to establish distinct default actions and notifications for approvals and rejections.

### **User Managed Approval Processes and Electronic Forms**

Curriculog does not limit institutions to forms and workflow that must be coded by programmers. The administrative AP toolkit includes a rich set of options to create, edit, publish, and archive as many approval forms and workflows as required. Curriculog provides the ability to copy, customize, and modify APs over time in response to changing institutional or accreditation requirements.

### **Conditional Approval Steps**

The Process Builder screen is used to create APs, which are configurable web forms and approval steps.

Curriculog provides the ability to create rule-based approval steps that are conditional based on information entered by the originator on the proposal form. For example, if the originator checks "Yes" to a question such as "General Ed?" the system can automatically include a step to route the proposal to the "General Education Committee". If not checked, Curriculog can be set to skip that step.

### **Field-Level Crosslisting**

Curriculog offers the unique ability to create parent-child crosslisting relationships for any set of course fields between two (or more) courses. For example, a crosslisting can be created by which course name, description, and number are linked, while allowing the child course to have its own prefix, credits, or other information. Or, prefixes and numbers can be permitted to be unique, while keeping title and description linked. In addition, an AP with a crosslisting will automatically support the ability to generate unique workflow (steps) for both the parent course, as well as the child course(s). Curriculog will track progress for all linked proposals, and enforce rules associated with any dependencies.

### **Assessment Tracking and Program Mapping**

Curriculog includes a module supporting the ability to create and manage an assessment taxonomy. Assessment items can be labeled and categorized as needed. An assessment smart field can be made available in course or program APs to permit assessment items, such as course learning objectives (LOs) or program outcome (POs) objectives, to be associated with a specific course or program. Assessment items also can be created on the fly.

For programs, a mapping tool provides a visual matrix to map all related courses LOs to program outcomes. This enables tracking and comparison of expected degree outcomes against the objectives for all its courses, helping faculty find gaps and analyze effectiveness in curriculum.

### Who can view the comments during this step?

Only those involved on the current step

Every user (login not required)

Every user who has a login

Every user in the hierarchy branch that owns the item

Every user involved in the proposal at any step

Every user involved in the current step PLUS the originator

Only those involved on the current step

Curriculog™
Proposals
Agendas
Accounts
Reports

Julia Kristeva

My Tasks
My Proposals
Watch List
All Proposals

+ New Proposal

Filter by: All Proposals
Advanced Filter
Show: 10 results

ACCT - 222 - Principles of Accounting II
Steps: 000000
Last Activity: Jul 10, 2017 9:37 AM by John Dewey

ACCT - 223 - Tax Accounting I
Steps: 000000
Last Activity: Jun 26, 2017 1:34 PM by John Dewey

ACCT - 421 - Advanced Accounting
Steps: 000000
Last Activity: Aug 24, 2017 1:31 PM by Julia Kristeva

ACCT - 430 - Business Ethics for Accountants
Steps: 000000
Last Activity: Aug 24, 2017 1:33 PM by Peter Abelard

AGED - 371 - Agricultural and Youth Leadership
Steps: 000000
Last Activity: Apr 23, 2017 11:32 PM by Peter Abelard

Business Administration MBA
Steps: 000000
Last Activity: Nov 9, 2016 11:29 AM by Peter Abelard

INT - 680 VA
Steps: 00
Last Activity: Jan 22, 2017 4:08 PM by John Schoenborn

Page: 1

My Dashboard
Tasks: 1

My Recent Notifications

Aug 24
Edit: Peter Abelard has made an edit on the Course and Program Impact field for your proposal, ACCT - 430 - Business Ethics for Accountants. Click here to view the proposal.

Aug 24
Edit: Peter Abelard has made an edit on the Pre-Requisite field for your proposal, ACCT - 430 - Business Ethics for Accountants. Click here to view the proposal.

Aug 24
Approved: The proposal, ACCT - 421 - Advanced Accounting, with the step of Originator Changes has been approved and is moving on to the Department Review step. Click here to view the proposal.

Jul 10
Decision: John Dewey has decided to approve your proposal, ACCT - 222 - Principles of Accounting II, with the following comment: great. Click here to view the proposal.

Jul 5
Next Step: The proposal, ACCT - 421 - Advanced Accounting, is moving on to the next step and has become your new task. Click here to view the proposal in Curriculog and complete your task.

My Upcoming Events
No Upcoming Events

Agendas

Feb. 16 GCCC meeting
Manage Agenda

Agenda Information

Agenda Name\* Feb. 16 GCCC meeting

Committee\* Graduate Curriculum Committee

Notes:
We will also be discussing the Mental Health, and School Psy program and Rural health certificates.

Status: Completed

Created By: Jennifer Lipton

Proposals

1. Master of Music
2. MUS - 554D - Advanced Technique Class: Woodwinds

Proposal Toolbox
Status:

Proposal History

Originator
Status

Participants
Activity
Required for Approval: 100% required
Date Completed: 1/5/2017 7:33 PM
Changes: Yes
Comments: No
Signature: 1/5/2017

Department Chair(s) and/or Program Director(s)
Status

Participants
Activity
Required for Approval: 100% required
Date Completed: 1/6/2017 11:52 AM
Changes: No
Comments: No
Signature: 1/6/2017

College Dean(s)
Status

Participants
Activity
Required for Approval: 100% required
Date Completed: 1/6/2017 3:13 PM
Changes: No
Comments: No
Signature: 1/6/2017



CAL POLY POMONA



CALIFORNIA STATE UNIVERSITY  
EAST BAY



HUMBOLDT  
STATE UNIVERSITY

