

Dean of Instruction
280 La Entrada Road
Los Lunas, NM 87031



Office: 505-925-8601
Fax: 505-925-8697
Email: lmusselwhite@unm.edu

James Holloway
Provost and Executive Vice President for Academic Affairs
University of New Mexico

Finnie Coleman
President, Faculty Senate
University of New Mexico

Dear Drs. Holloway and Coleman,

We, the branch Deans of Instruction, are writing to invite you to consider a proposal to add an advisory level to the current curriculum review process for career, technical education (CTE) programs only. At this time, when a branch campus submits a proposal for course or program addition/change to a CTE program, that submission moves directly to the level of the Associate Provost for Student Success.

Some time ago, Associate Provost Pamela Cheek asked the branch Deans of Instruction to consider forming an advisory group to provide her with additional information related to CTE courses and programs. This review level would come between the submission and the Associate Provost's approval. The branch Deans formulated a proposal, which was approved by each of the faculty governance bodies at the four branch campuses. We now submit the proposal to the Provost and the Faculty Senate President for consideration.

Sincerely,

Randi Archuleta

Sharon Hurley

Laura Musselwhite

Dan Primozic

Randi Archuleta
UNM-Taos

Sharon Hurley
UNM-Los Alamos

Laura Musselwhite
UNM-Valencia

Daniel Primozic
UNM-Gallup

Branch Deans of Instruction CTE Curriculum Review Proposal

It is hereby proposed that a Career, Technical Education (CTE) Branch Curriculum Advisory Board be created. The four branch Deans of Instruction will make up this board and will provide advice and counsel to the Associate Provost for Student Success on CTE programs and courses. Whereas currently in the curriculum workflow CTE programs and courses move from branch submission directly to the Associate Provost, with the creation of the new Advisory Board, an additional level of approval will be added in between branch submission and the Associate Provost, to allow the branch academic leadership to provide additional information and review specific to the CTE nature of these courses and programs.

The goal of review is to ensure general alignment between programs sharing the same name and Higher Education Department codes for administrative purposes and, more importantly, to assure the quality of UNM programs generally. At the same time, this review process will be responsive to workforce needs in the immediate communities of each branch.