

Curriculum responsibilities workflow and state changes:

The Curriculum Management System uses states to track progress through the workflow.

| | | Step 1: Create and Submit | | Step 2: School review | | Step 3: School endorse and progress | | | Step 4: College review | | Step 5: College endorse and progress | | | Step 6: Central review | | | Step 7: Central endorse | | | Step 8: Central approve and publish | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| | | Who and What | State | Who and What | State | What | Who | State | Who and What | State | What | Who | State | What | Who | State | What | Who | State | What | Who | State | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Program | New | Proposer initiates proposal, default state "Draft". Once all edits complete change state | Submitted for review | School Admin undertakes first review. If adjustments are needed, state is changed to "Pending Feedback Resolution" otherwise proposal progresses to ADSE | School/Centre Endorse Pending | School reviews as per school processes | ADSE changes state | CEC Endorse Pending | Education Sub Committee reviews proposal | If adjustments are needed, state is changed to "Pending Feedback Resolution" otherwise, proposal progresses to CEC | CEC endorses | Education Governance Officer changes state | ASQO Endorse Pending | ASQO reviews | ASQO changes state | AQAC Endorse Pending | AQAC endorses | ASQO changes state | AB Endorse Pending | AB approves | ASQO changes state | Publish | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Disestablish | | | | | | | | | | | | | | | | | | | | | Disestablish | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Amend | | | | | | | | | | | | | | | | | | | | | Publish | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Honours spec | New | | | | | | | | | | | | | | | | | | | | | Proposer initiates proposal, default state "Draft". Once all edits complete change state | Submitted for review | School Admin undertakes first review. If adjustments are needed, state is changed to "Pending Feedback Resolution" otherwise proposal progresses to ADSE | School/Centre Endorse Pending | School reviews as per school processes | ADSE changes state | CEC Endorse Pending | Education Sub Committee reviews proposal | If adjustments are needed, state is changed to "Pending Feedback Resolution" otherwise, proposal progresses to CEC | CEC endorses | Education Governance Officer changes state | ASQO Endorse Pending | ASQO reviews | ASQO changes state | AQAC Endorse Pending | AQAC endorses | ASQO changes state | AB Endorse Pending | AB approves | ASQO changes state | Publish | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Inactivate | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Disestablish | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Amend Admissions Statement | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Publish | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Subplan | New | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Proposer initiates proposal, default state "Draft". Once all edits complete change state | Submitted for review | School Admin undertakes first review. If adjustments are needed, state is changed to "Pending Feedback Resolution" otherwise proposal progresses to ADSE | School/Centre Endorse Pending | School reviews as per school processes | ADSE changes state | CEC Endorse Pending | Education Sub Committee reviews proposal | If adjustments are needed, state is changed to "Pending Feedback Resolution" otherwise, proposal progresses to CEC | CEC endorses | Education Governance Officer changes state | ASQO Endorse Pending | ASQO reviews | ASQO changes state | AQAC Endorse Pending | AQAC endorses | ASQO changes state | AB Endorse Pending | AB approves | ASQO changes state | Publish | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Disestablish | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Disestablish | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Course | New | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Proposer initiates proposal, default state "Draft". Once all edits complete change state | Submitted for review | School Admin undertakes first review. If adjustments are needed, state is changed to "Pending Feedback Resolution" otherwise proposal progresses to ADSE | School/Centre Endorse Pending | School reviews as per school processes | ADSE changes state | CEC Endorse Pending | Education Sub Committee reviews proposal | If adjustments are needed, state is changed to "Pending Feedback Resolution" otherwise, proposal progresses to CEC | CEC endorses | Education Governance Officer changes state | ASQO Endorse Pending | ASQO reviews | ASQO changes state | AQAC Endorse Pending | AQAC endorses | ASQO changes state | AB Endorse Pending | AB approves | ASQO changes state | Publish | | | | | | | | | | | | | | | | | | | | |
| | Inactivate | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Disestablish | | | | | | | | | | | | | | | | | | | | |
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| Class Summary | New | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Proposer initiates proposal, default state "Draft". Once all edits complete change state | Submitted for review | School Admin undertakes first review. If adjustments are needed, state is changed to "Pending Feedback Resolution" otherwise proposal progresses to ADSE | School/Centre Endorse Pending | School reviews as per school processes | ADSE forwards CMS notification email to science.curriculum@anu.edu.au | DDE reviews | DDE reviews | Approve & Publish | CEC approves | Education Governance Officer changes state | ASQO Endorse Pending | ASQO reviews | ASQO changes state | AQAC Endorse Pending | AQAC endorses | ASQO changes state | AB Endorse Pending | AB approves | ASQO changes state | Publish |
| | Clone (major edits) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Disestablish |
| | Clone (minor edits) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Disestablish |

Note:

The CMS will generate an automatic notification as per the workflow. There are three state changes at the school level (Submitted for review; School/Centre Endorse Pending; CEC Endorse Pending). The College only picks up a proposal if it is set to CEC Endorse Pending
The Education Governance Officer will communicate the following state changes to the school: "ASQO endorse pending" or "Approve" at College level and "Publish"

Definitions and Acronyms

- AB: Academic Board
- ADSE: Associate Director of Science Education
- AQAC: Academic Quality Assurance Committee
- ASQO: Academic Standards and Quality Office
- CEC: College Education Committee
- CGRO: Corporate Governance and Risk Office
- CMS: Curriculum Management System
- DA: Delegated Authority
- DDE: Deputy Dean of Education (Science)
- EGO: Education Governance Officer
- MMS: Majors, Minors, Specialisations
- CHM/CoS CEC: College of Health and Medicine and College of Science Education Committee
- Subplans: includes majors, minors and Specialisations (MMS)