



CURRICULUM DEVELOPMENT AND REVIEW

Doc. Control No.	PRMSU-ASA-COMSP07	
Effectivity Date	October 14, 2019	
Revision No.	00	Page 2 of 4

1.0 OBJECTIVE

To establish and maintain a documented procedure in curriculum development and review.

2.0 SCOPE

This procedure applies to all programs offered in the university.

3.0 REFERENCES

Commission on Higher Education Memorandum Orders
Professional Regulation Commission Table of Specifications
PRC Rating

PRMSU
CONTROLLED COPY
BY: *[Signature]*
DATE: OCT 14 2019

4.0 DEFINITION OF TERMS

CHED RO III refers to Commission on Higher Education Regional Office III.

CMO stands for the Commission on Higher Education Memorandum Orders

Curriculum refers to the courses/ subjects offered in a particular program

Curriculum Development refers to the action done by the persons responsible to develop/design new curriculum based on the CMOs released by the CHED and needs of the learners.

Curriculum Review refers to the action done by the persons responsible to review/evaluate the existing curriculum as for the released of PRC TOS and feedbacks coming from the stakeholders

PRC stands for Professional Regulation Commission

Program refers to the undergraduate courses offered in the university

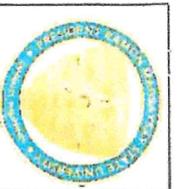
TOS stands for Table of Specifications

Prepared by:

[Signature]
DR. LILIAN F. UY
Dean, College of Teacher Education

Reviewed and Approved by:

[Signature]
JESSIE S. ECHAURE, Ed.D.
VP, Academic and Student Affairs

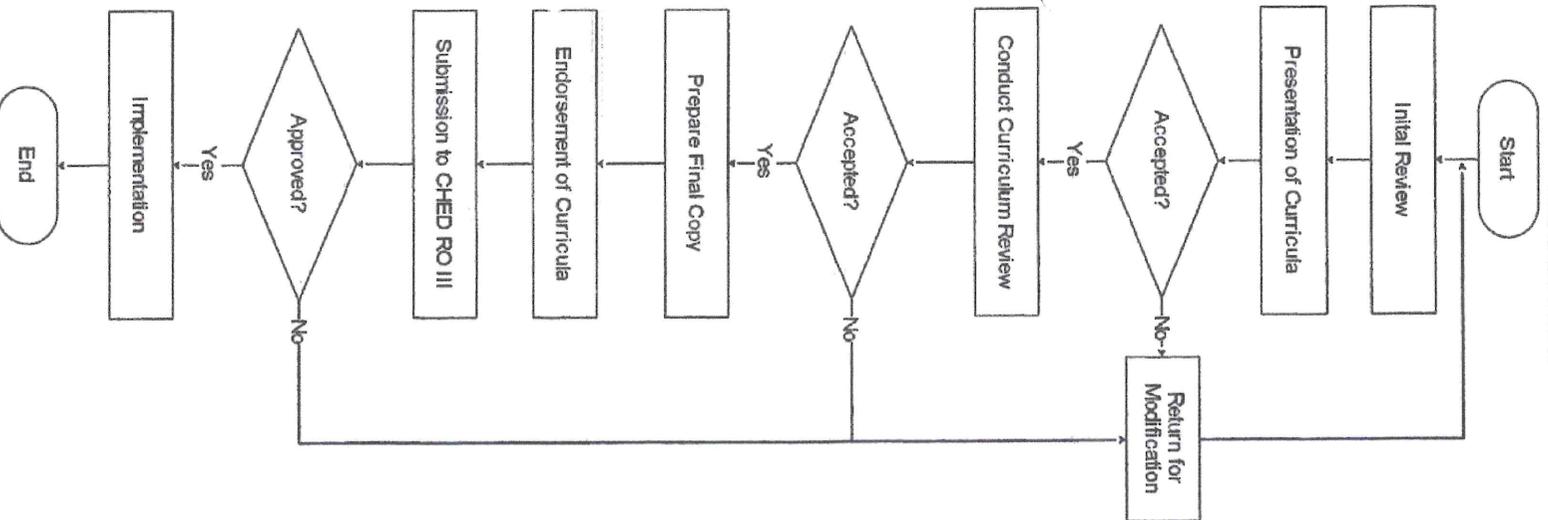


CURRICULUM DEVELOPMENT AND REVIEW

Doc. Control No.	PRMSU-ASA-COMSP07	
Effectivity Date	October 14, 2019	
Revision No.	00	Page 3 of 4

5.0 PROCEDURES

PROCESS FLOW



RESPONSIBLE

Dean	Studies the CMO's, PRC, TOS and feedbacks and prepares Curricula.
Dean	Presents the Curricula to the chairperson and faculty for scrutiny and evaluation.
Dean	If observations are raised, it will be returned with the notes for modification.
Dean	Conducts Curriculum review with the stakeholders for further enhancement.
Dean	If observations are raised, it will be returned for modification.
Dean	Prepares the Final Copy of the proposed curricula.
Dean	Endorse the proposed curricula to the Director for Instruction and VP-Academic and Student Affairs.
Dean	Submits the proposed copy to CHED RO III for content notation.
Dean	If notation for implement for improvement where received, return to the Dean for modification.
Dean	Receives the approved curricula with "Contents Noted" from CHED RO III for immediate implementation.

PRMSU
CONTROLLED COPY
BY: GERRY ANTONIO
DATE: OCT 14 2019

Prepared by: DR. LILIAN F. OY Dean, College of Teacher Education	Reviewed and Approved by: JESSIE S. ACHAURÉ, Ed.D. VP, Academic and Student Affairs
--	---



CURRICULUM DEVELOPMENT AND REVIEW

Doc. Control No.	PRMSU-ASA-COMSP07	
Effectivity Date	October 14, 2019	
Revision No.	00	Page 4 of 4

6.0 ATTACHMENT/FORMS

- Format for Minutes of Meeting/Proceedings.

PRMSU
~~CONTROLLED COPY~~
BY: DR. DIVYA
DATE: 11.14.2019

Prepared by:


DR. LIVAN F. UY
Dean, College of Teacher Education

Reviewed and Approved by:


JESSIE S. ECHAURE, Ed.D.
VP, Academic and Student Affairs