

Title 5, Section 55000, 55002, 55062, and 55100 et seq.

Curriculum development is recognized as a collegial consultation and faculty-driven process. These administrative procedures apply to the processes for approving individual credit and noncredit courses.

:

: An organized pattern of instruction on a specified subject offered by a community college pursuant to Title 5, section 55002.

: An organized sequence of courses leading to a defined objective, such as a degree, certificate, diploma, license or transfer to another institution of higher education. When a college offers a group of courses in the same Taxonomy of Programs (T.O.P.) Code that totals 18 semester units and that are linked to one another as prerequisites or co-requisites.

an educational program approved by the California Community Colleges Chancellor's Office. The

advisories on recommended preparation for the course, catalog description, course content, objectives, student learning outcomes for the course and suggested student materials and textbooks. The Course Outline of Record also provides examples of required reading and writing assignments and other outside-of-class assignments, instructional methods and methods of evaluation for determining whe

determining whether the stated objectives have been met. Objectives should clearly specify what students should know and/or be able to do upon successful completion of the course. Examples of assignments and activities are required.

Minimum qualifications for instructors teaching the course are specified in accordance with standards established by the California Community Colleges Board of Governors and consistent with the set of instructional objectives and other specifications defined in the Course Outline of Record.

Upon recommendation by the curriculum committee, courses are forwarded to the Board of Trustees for approval. The College shall submit all noncredit courses for approval to the Chancellor's Office.

See Board Policy 4020

Approved by Superintendent/President: May 26, 2015; Revised: May 24, 2022