

CURRICULUM PANNING AND DEVELOPMENT

~~Cabrillo College shall establish educational programs and courses of instruction to meet the goals and objectives of the college and to meet state requirements for approval. The approval of the Governing Board is required for new programs and courses, for deletion of programs and courses, for inactivation and reactivation of courses and for modification of course units and hours.~~

The programs and curricula of the District shall be of high quality, relevant to community and student needs, and evaluated regularly to ensure quality and currency. The Governing Board recognizes that the college curriculum will be dynamic in response to changes in teaching methodology, legal requirements, student needs, technology, and occupational opportunities. For this reason, the faculty and administration have the responsibility to engage in continuing review of college offerings for the purpose of revising, deleting or adding courses and programs as needed within the resources available. To that end, the President shall, through consultation with the Faculty Senate, establish procedures for the development and review of all curricular offerings, including their establishment, modification or discontinuance, which include consultation with the Academic **Faculty** Senate.

Furthermore, these procedures shall include:

- appropriate involvement of the faculty and Faculty Senate **and Curriculum Committee** in all processes;
- regular review and justification of programs and course descriptions;
- opportunities for training for persons involved in aspects of curriculum development.
- consideration of job market and other related information for ~~vocational and occupational~~ **career and technical** programs.

All new programs, and program deletions **changes** shall be approved by the Board, **and**

~~All new programs shall be submitted to the Office of the Chancellor for the California Community Colleges for approval, certified by the Vice President of Instruction, as required.~~

Individual degree-applicable credit courses offered as part of a permitted educational program shall be approved by the Board. Non-degree-applicable credit and degree-applicable courses that are not part of an existing approved program must satisfy the conditions authorized by Title 5 regulations and shall be approved by the Board.

See Administrative Procedures AR 3120.

Reference:

Education Code Section 70901(b), 70902(b); 78016; Title 5, Section 51000, 51022, 55100, 55130, 55150

The process for curriculum change is coordinated by the Curriculum Committee, a standing committee of the Faculty Senate composed of faculty, students, and administrators. The composition of the Curriculum Committee is determined by the mutual agreement of the Faculty Senate and the college administration and must be approved by the Governing Board.

—The Curriculum Committee shall receive proposals for curriculum changes subject to prior review by the Division Committee on curriculum, instructional administrators, the Curriculum Committee Chair, and the College Articulation Officer.

A list of curriculum changes approved by the Curriculum Committee together with the minutes of any relevant meetings shall be forwarded to the Faculty Senate for procedural review. Curriculum changes may be returned to the Curriculum Committee for reconsideration only if irregularities in policy and procedures have been detected. The Curriculum Committee forwards its recommendation to the Vice President, Instruction, who recommends to the Governing Board.

Adopted April 4, 1988

Revised April 1, 2002

[Revised November 2005](#)

Revised: October 4, 2010

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