



Board Policy
Chapter 4 – Academic Affairs

BP 4020 PROGRAM, CURRICULUM, AND COURSE DEVELOPMENT

Establishment of Courses and Programs

The administration, in consultation with the Curriculum Committee, the Academic Senate and affected faculty and departments, shall develop and implement processes for the establishment, modification, discontinuance, and review of instructional courses or programs consistent with Title 5 and the Education Code.

The aforementioned process will culminate in a recommendation to the Superintendent/President for appropriate action. If said action involves the discontinuance of an instructional program or the establishment of a new course or instructional program, the Board of Trustees shall approve the action prior to its implementation.

Units of Credit

The Board of Trustees authorizes the use of the Carnegie Unit Formula as the relationship between hours of student work and units earned. The normal expectation for a semester-length course is that for each week, a minimum of:

One hour of lecture = one unit of credit

Three hours of lab/studio/activity = one unit of credit

References:

Education Code Sections 70901(b), 70902(b), and 78016;

Title 5, Sections 51000, 51022(a), 55002(b)(1)(B), 55100, 55130 and 55150;

U.S. Department of Education regulations on the Integrity of Federal Student Financial Aid Programs under Title IV of the Higher Education Act of 1965, as amended;

34 Code of Federal Regulations Sections 600.2, 602.24, 603.24, and 668.8;

ACCJC Accreditation Standards II.A and II.A.9

Adopted: December 4, 2000 (for BP 5110 and BP 5320)

Revised:

(Replaces SMC BP 5110 and BP 5320)