CCH - APPROVAL REQUIREMENTS FOR COURSES - ABBREVIATED CHANCELLOR’S CRITERIA

CHANCELLOR’S APPROVAL CRITERIA

Mission
A course falls within the mission of California Community Colleges when it meets the following criteria:

- It is designed for lower division credit towards the degree, for purposes of transfer, for occupational preparation, for economic development, or for career supplementation or upgrade.
- It develops the ability of enrolled students to succeed in college level courses (applies to non-credit courses only).
- It provides systematic instruction in a body of content or skills whose mastery forms the basis of the student grade.
- It is directed at the appropriate level for community colleges; that is, it is not directed either at a level beyond the associate degree (or the first two years of college), or at the primary or secondary school level.
- It is not primarily a vocational or recreational.
- It provides distinct instructional content and specific instructional objectives.
- It does not provide only an activity or service, without instructional content (e.g., assistive or therapeutic activity, use of college facilities or resources without specific instructional objectives, or assessment testing).
- It is congruent with the mission statement and comprehensive or master plan of the college.

Need
A course meets the needs of a California Community College when it meets one or more the following criteria:

- It supports the stated goals and objectives of a college program (all courses).
- It responds to student demand (all courses).
- It has demonstrated transfer applicability for a university major or general education requirement (transfer-level courses only).
• It prepares students for viable occupations, as demonstrated by labor market information, employer surveys, job market analysis, or other comparable information (occupational courses only).
• It prepares students for needed job enhancement (occupational courses only).
• It is recommended by local occupational consortiums (occupational courses only).

Feasibility
A course is feasible when it meets the following criteria:

• The college has the funding, faculty, facilities, and equipment to offer the course.
• The college has the resources needed to offer the course at the level of quality described in the Course Outline of Record.
• The college commits to offering the course at least once every two years, unless the goals and rationale justify a longer time frame as being in the best interests of students.

Compliance
A course is compliant when the design of the course is not in conflict with any law[s], including the following:

• State and federal laws, both statutes and regulations.
• Laws particularly affecting community colleges, including
  • Open course regulations
  • Course repeatability regulations
  • Regulations requiring immediate supervision by a qualified instructor
  • Statutes and regulations on student fees
  • Prerequisite, corequisite, advisory, or enrollment limitation regulations
• Particular provisions of the practice act[s] for a health occupation.
• Constitutional prohibitions against political and religious activities in public instruction.
• Any other law that may affect the course (e.g., licensing laws in a particular occupation).