
San Bernardino Community College District
Board Policy
Chapter 4 – Academic Affairs

BP 4000 INSTRUCTIONAL PROGRAMS

(Replaces current SBCCD BP 4000)

❖ From current SBCCD BP 4000 titled Instructional Programs**A. Programs**

The colleges of the District shall offer comprehensive instructional programs in the areas of general education, transfer education, vocational education, learning skills education, community services, and joint programs with business, industry, labor, government, and other accredited educational institutions.

B. Degrees

The colleges shall offer programs of instruction leading to the Associate in Arts Degree and/or the Associate in Science Degree. Degree programs shall meet State requirements for such degrees. Each college shall publish the requirements for the degrees offered in its college catalog.

C. Certificates

The colleges shall offer programs leading to a Certificate of Completion in fields of study or training where such certificates are appropriate.

D. Approval

Courses, degrees, and certificate programs require Board approval and approval by the State Chancellor's Office.

References: [Education Code Section 70902;](#)
[Title 5 Sections 51000, 51022, 55060 et seq., 55100, 55130 and 55150](#)

43 **NOTE:** This document is unique to the San Bernardino CCD. The language in **black ink** is from the
44 current SBCCD BP 4000 titled Instructional Programs approved on 4/11/91 and revised on 4/8/04. The
45 language in **blue ink** is included for consideration.
46
47

Adopted: 4/11/91

Revised: 4/8/04, _____

48

49

50 **COMMENTS**

51

BP or AP #	Representative group	COMMENT	RESPONSE

52

53 **Legal Citation for BP 4000**

54

55

56 **EDUCATION CODE - EDC**

57

58 **TITLE 3. POSTSECONDARY EDUCATION [66000 - 101060]**

59

60 (*Title 3 enacted by Stats. 1976, Ch. 1010.*)

61

62 **DIVISION 7. COMMUNITY COLLEGES [70900 - 88651]**

63

64 (*Division 7 enacted by Stats. 1976, Ch. 1010.*)

65

66 **PART 43. THE CALIFORNIA COMMUNITY COLLEGES [70900 - 70902]**

67

68 (*Heading of Part 43 renumbered from Part 43.5 by Stats. 1995, Ch. 758, Sec. 78.*)

69

70

71 **70902.**

72

73 (a) (1) Every community college district shall be under the control of a board of
74 trustees, which is referred to herein as the "governing board." The governing
75 board of each community college district shall establish, maintain, operate, and
76 govern one or more community colleges in accordance with law. In so doing,
77 the governing board may initiate and carry on any program, activity, or may
78 otherwise act in any manner that is not in conflict with or inconsistent with, or
79 preempted by, any law and that is not in conflict with the purposes for which
80 community college districts are established.

81 (2) The governing board of each community college district shall establish rules
82 and regulations not inconsistent with the regulations of the board of governors
83 and the laws of this state for the government and operation of one or more
84 community colleges in the district.

85 (b) In furtherance of subdivision (a), the governing board of each community
86 college district shall do all of the following:

87 (1) Establish policies for, and approve, current and long-range academic and
88 facilities plans and programs and promote orderly growth and development of
89 the community colleges within the district. In so doing, the governing board
90 shall, as required by law, establish policies for, develop, and approve,
91 comprehensive plans. The governing board shall submit the comprehensive
92 plans to the board of governors for review and approval.

93

84 (2) Establish policies for and approve courses of instruction and educational
85 programs. The educational programs shall be submitted to the board of
86 governors for approval. Courses of instruction that are not offered in approved
87 educational programs shall be submitted to the board of governors for approval.
88 The governing board shall establish policies for, and approve, individual courses
89 that are offered in approved educational programs, without referral to the board
90 of governors.

91 (3) Establish academic standards, probation and dismissal and readmission
92 policies, and graduation requirements not inconsistent with the minimum
93 standards adopted by the board of governors.

94 (4) Employ and assign all personnel not inconsistent with the minimum
95 standards adopted by the board of governors and establish employment
96 practices, salaries, and benefits for all employees not inconsistent with the laws
97 of this state.

98 (5) To the extent authorized by law, determine and control the district's
99 operational and capital outlay budgets. The district governing board shall
100 determine the need for elections for override tax levies and bond measures and
101 request that those elections be called.

102 (6) Manage and control district property. The governing board may contract for
103 the procurement of goods and services as authorized by law.

104 (7) Establish procedures that are consistent with minimum standards
105 established by the board of governors to ensure faculty, staff, and students the
106 opportunity to express their opinions at the campus level, to ensure that these
107 opinions are given every reasonable consideration, to ensure the right to
108 participate effectively in district and college governance, and to ensure the right
109 of academic senates to assume primary responsibility for making
110 recommendations in the areas of curriculum and academic standards.

111 (8) Establish rules and regulations governing student conduct.

112 (9) Establish student fees as it is required to establish by law, and, in its
113 discretion, fees as it is authorized to establish by law.

114 (10) In its discretion, receive and administer gifts, grants, and scholarships.

115 (11) Provide auxiliary services as deemed necessary to achieve the purposes of
116 the community college.

117 (12) Within the framework provided by law, determine the district's academic
118 calendar, including the holidays it will observe.

119 (13) Hold and convey property for the use and benefit of the district. The
120 governing board may acquire by eminent domain any property necessary to
121 carry out the powers or functions of the district.

122 (14) Participate in the consultation process established by the board of
123 governors for the development and review of policy proposals.

124 (c) In carrying out the powers and duties specified in subdivision (b) or other
125 provisions of statute, the governing board of each community college district
126 shall have full authority to adopt rules and regulations, not inconsistent with the
127 regulations of the board of governors and the laws of this state, that are
128 necessary and proper to executing these prescribed functions.

129 (d) Wherever in this section or any other statute a power is vested in the
130 governing board, the governing board of a community college district, by
131 majority vote, may adopt a rule delegating the power to the district's chief
132 executive officer or any other employee or committee as the governing board
133 may designate. However, the governing board shall not delegate any power that
134 is expressly made nondelegable by statute. Any rule delegating authority shall
135 prescribe the limits of the delegation.

136 (e) This section shall become operative on January 1, 2014.

137 *(Amended (as added by Stats. 2006, Ch. 817, Sec. 5) by Stats. 2011, Ch. 112, Sec. 4. Effective*
138 *January 1, 2012. Section operative January 1, 2014, by its own provisions.)*

139
140
141

142 Title 5 Sections 51000, 51022, 55100, 55130 and 55150

143

144 5 CCR s 51000

145 Cal. Admin. Code tit. 5, s 51000

146

147 TITLE 5. EDUCATION
148 DIVISION 6. CALIFORNIA COMMUNITY COLLEGES
149 CHAPTER 2. COMMUNITY COLLEGE STANDARDS
150 SUBCHAPTER 1. MINIMUM CONDITIONS

s 51000. Scope.

151

152 The provisions of this chapter are adopted under the authority of Education Code section
153 70901(b)(6) and comprise the rules and regulations fixing and affirming the minimum conditions,
154 satisfaction of which entitles a district maintaining community colleges to receive state aid,
155 including state general apportionment, for the support of its community colleges.

156

157

158 5 CCR s 51022
159 Cal. Admin. Code tit. 5, s 51022
160

161 TITLE 5. EDUCATION
162 DIVISION 6. CALIFORNIA COMMUNITY COLLEGES
163 CHAPTER 2. COMMUNITY COLLEGE STANDARDS
164 SUBCHAPTER 1. MINIMUM CONDITIONS

s 51022. Instructional Programs.

165
166 (a) Within six months of the formation of a community college district, the governing board shall
167 adopt and carry out its policies for the establishment, modification, or discontinuance of courses
168 or programs. Such policies shall incorporate statutory responsibilities regarding vocational or
169 occupational training program review as specified in section 78016 of the Education Code.
170

171 (b) Within six months of the formation of a community college district, the governing board shall
172 adopt and carry out its policies and procedures to provide that its courses and programs are
173 articulated with proximate baccalaureate colleges and high schools.
174

175
176 5 CCR § 55060
177 Cal. Admin. Code tit. 5, § 55060
178

179 TITLE 5. EDUCATION
180 DIVISION 6. CALIFORNIA COMMUNITY COLLEGES
181 CHAPTER 6. CURRICULUM AND INSTRUCTION
182 SUBCHAPTER 1. PROGRAMS, COURSES AND CLASSES
183 ARTICLE 6. THE ASSOCIATE DEGREE
184

§ 55060. District Policy.

185
186 The governing board of each community college district shall adopt policy consistent with the
187 provisions of this article. The policy shall be published in the college catalog under appropriate
188 headings, and filed with the Chancellor's Office as required by section 51004.
189

Note: Authority cited: Sections 66700 and 70901, Education Code. Reference: Sections
66701, 70901 and 70902, Education Code.

190
191 5 CCR § 55061
192 Cal. Admin. Code tit. 5, § 55061
193

194 TITLE 5. EDUCATION
195 DIVISION 6. CALIFORNIA COMMUNITY COLLEGES
196 CHAPTER 6. CURRICULUM AND INSTRUCTION
197 SUBCHAPTER 1. PROGRAMS, COURSES AND CLASSES
198 ARTICLE 6. THE ASSOCIATE DEGREE
199

§ 55061. Philosophy and Criteria for Associate Degree and General Education.

200
201 (a) The governing board of a community college district shall adopt a policy which states its
202 specific philosophy on General Education. In developing this policy governing boards shall
203 consider the following policy of the Board of Governors:
204

205 The awarding of an Associate Degree is intended to represent more than an accumulation of
206 units. It is to symbolize a successful attempt on the part of the college to lead students through
207 patterns of learning experiences designed to develop certain capabilities and insights. Among
208 these are the ability to think and to communicate clearly and effectively both orally and in
209 writing; to use mathematics; to understand the modes of inquiry of the major disciplines; to be
210 aware of other cultures and times; to achieve insights gained through experience in thinking
211 about ethical problems; and to develop the capacity for self-understanding. In addition to these
212 accomplishments, the student shall possess sufficient depth in some field of knowledge to
213 contribute to lifetime interest.

214
215 Central to an Associate Degree, General Education is designed to introduce students to the
216 variety of means through which people comprehend the modern world. It reflects the conviction
217 of colleges that those who receive their degrees must possess in common certain basic
218 principles, concepts and methodologies both unique to and shared by the various disciplines.
219 College educated persons must be able to use this knowledge when evaluating and
220 appreciating the physical environment, the culture, and the society in which they live. Most
221 importantly, General Education should lead to better self-understanding.

222
223 In establishing or modifying a general education program, ways shall be sought to create
224 coherence and integration among the separate requirements. It is also desirable that general
225 education programs involve students actively in examining values inherent in proposed
226 solutions to major social problems.

227
228 (b) The governing board of a community college district shall also establish criteria to determine
229 which courses may be used in implementing its philosophy on the associate degree and general
230 education.

231
232 (c) The governing board of a community college district shall, on a regular basis, review the
233 policy and criteria established pursuant to subdivisions (a) and (b) of this section.
234

Note: Authority cited: Sections 66700 and 70901, Education Code. Reference: Sections
66701, 70901 and 70902, Education Code.

235
236 5 CCR § 55062
237 Cal. Admin. Code tit. 5, § 55062

238 TITLE 5. EDUCATION
239 DIVISION 6. CALIFORNIA COMMUNITY COLLEGES
240 CHAPTER 6. CURRICULUM AND INSTRUCTION
241 SUBCHAPTER 1. PROGRAMS, COURSES AND CLASSES
242 ARTICLE 6. THE ASSOCIATE DEGREE
243

§ 55062. Types of Courses Appropriate to the Associate Degree.

244
245 The criteria established by the governing board of a community college district to implement its
246 philosophy on the associate degree shall permit only courses that conform to the standards

247 specified in section 55002(a) and that fall into the following categories to be offered as degree-
248 applicable credit courses:

249 (a) All lower division courses accepted toward the baccalaureate degree by the California State
250 University or University of California or designed to be offered for transfer.

251
252 (b) Courses that apply to the major or area of emphasis in non-baccalaureate career technical
253 fields.

254
255 (c) English composition courses not more than one level below the first transfer level
256 composition course, typically known as Freshman Composition. Each student may count only
257 one English composition course below transfer level for credit toward the associate degree.
258 English as a Second Language (ESL) courses which teach composition skills are not
259 considered to be English composition courses for purposes of this subdivision.

260
261 (d) All mathematics courses above and including Elementary Algebra.

262
263 (e) Credit courses in English and mathematics taught in or on behalf of other departments and
264 which, as determined by the local governing board require entrance skills at a level equivalent to
265 those necessary for the courses specified in subdivisions (c) and (d) above.

266
Note: Authority cited: Sections 66700 and 70901, Education Code. Reference: Sections
66701, 70901 and 70902, Education Code.

267
268 5 CCR § 55063
269 Cal. Admin. Code tit. 5, § 55063
270

271 TITLE 5. EDUCATION
272 DIVISION 6. CALIFORNIA COMMUNITY COLLEGES
273 CHAPTER 6. CURRICULUM AND INSTRUCTION
274 SUBCHAPTER 1. PROGRAMS, COURSES AND CLASSES
275 ARTICLE 6. THE ASSOCIATE DEGREE
276

§ 55063. Minimum Requirements for the Associate Degree.

277
278 The governing board of a community college district shall confer the associate degree upon a
279 student who has demonstrated competence in reading, in written expression, and in
280 mathematics, and who has satisfactorily completed at least 60 semester units or 90 quarter
281 units of degree-applicable credit course work (as defined in section 55002(a)) which falls into
282 the categories described in section 55062. A college may also accept toward satisfaction of this
283 requirement courses that were not completed at a California community college that would
284 reasonably be expected to meet or exceed the standards of section 55002(a).
285 Effective for all students admitted to a community college for the Fall 2009 term or any term
286 thereafter, competence in written expression shall be demonstrated by obtaining a satisfactory
287 grade in an English course at the level of the course typically known as Freshman Composition
288 (either Freshman Composition or another English course at the same level and with the same
289 rigor, approved locally) or by completing an assessment conducted pursuant to subchapter 6 of
290 this chapter (commencing with section 55500) and achieving a score determined to be
291 comparable to satisfactory completion of the specified English course. Satisfactory completion
292 of an English course at the level of Freshman Composition shall satisfy both this competency
293 requirement and the coursework requirement set forth in subdivision (b)(1)(D)(i) of this section.

294 Effective for all students admitted to a community college for the Fall 2009 term or any term
295 thereafter, competence in mathematics shall be demonstrated by obtaining a satisfactory grade
296 in a mathematics course at the level of the course typically known as Intermediate Algebra
297 (either Intermediate Algebra or another mathematics course at the same level, with the same
298 rigor and with Elementary Algebra as a prerequisite, approved locally) or by completing an
299 assessment conducted pursuant to subchapter 6 of this chapter (commencing with section
300 55500) and achieving a score determined to be comparable to satisfactory completion of the
301 specified mathematics course. Satisfactory completion of a mathematics course at the level of
302 Intermediate Algebra shall satisfy both this competency requirement and the coursework
303 requirement set forth in subdivision (b)(1)(D)(ii) of this section.

304 The competency requirements for written expression and mathematics may also be met by
305 obtaining a satisfactory grade in courses in English and mathematics taught in or on behalf of
306 other departments and which, as determined by the local governing board, require entrance
307 skills at a level equivalent to those necessary for Freshman Composition and Intermediate
308 Algebra respectively. Requirements for demonstrating competency in reading shall be locally
309 determined.

310 The required 60 semester or 90 quarter units of course work must be fulfilled in a curriculum
311 accepted toward the degree by a college within the district (as shown in its catalog). It must
312 include at least 18 semester or 27 quarter units in general education and at least 18 semester or
313 27 quarter units in a major or area of emphasis as prescribed in this section. Of the total
314 required units, at least 12 semester or 18 quarter units must be completed in residence at the
315 college granting the degree. Exceptions to residence requirements for the associate degree
316 may be made by the governing board when it determines that an injustice or undue hardship
317 would be placed on the student.

318 (a) Requirements for a major or area of emphasis.

(1) At least 18 semester or 27 quarter units of study must be taken in a single discipline or
related disciplines, as listed in the community colleges "Taxonomy of Programs," or in an
area of emphasis involving lower division coursework which prepares students for a field of
study or for a specific major at the University of California or the California State University.

319

(2) Effective for all students admitted to a community college for the Fall 2009 term or any
term thereafter, each course counted toward the unit requirement of this subdivision must be
completed with a grade of C or better or a "P" if the course is taken on a "pass-no pass"
basis.

320

321 (b) General Education Requirements.

(1) Students receiving an associate degree shall complete a minimum of 18 semester or 27
quarter units of general education coursework which includes a minimum of three semester
or four quarter units in each of the areas specified in paragraphs (A), (B) and (C) and the
same minimum in each part of paragraph (D). The remainder of the unit requirement is also
to be selected from among these four divisions of learning or as determined by local option:

322

(A) Natural Sciences. Courses in the natural sciences are those which examine the
physical universe, its life forms, and its natural phenomena. To satisfy the general
education requirement in natural sciences, a course shall be designed to help the student
develop an appreciation and understanding of the scientific method, and encourage an
understanding of the relationships between science and other human activities. This

category would include introductory or integrative courses in astronomy, biology, chemistry, general physical science, geology, meteorology, oceanography, physical geography, physical anthropology, physics and other scientific disciplines.

323

(B) Social and Behavioral Sciences. Courses in the social and behavioral sciences are those which focus on people as members of society. To satisfy the general education requirement in social and behavioral sciences, a course shall be designed to develop an awareness of the method of inquiry used by the social and behavioral sciences. It shall be designed to stimulate critical thinking about the ways people act and have acted in response to their societies and should promote appreciation of how societies and social subgroups operate. This category would include introductory or integrative survey courses in cultural anthropology, cultural geography, economics, history, political science, psychology, sociology and related disciplines.

324

(C) Humanities. Courses in the humanities are those which study the cultural activities and artistic expressions of human beings. To satisfy the general education requirement in the humanities, a course shall be designed to help the student develop an awareness of the ways in which people throughout the ages and in different cultures have responded to themselves and the world around them in artistic and cultural creation and help the student develop aesthetic understanding and an ability to make value judgments. Such courses could include introductory or integrative courses in the arts, foreign languages, literature, philosophy, and religion.

325

(D) Language and Rationality. Courses in language and rationality are those which develop for the student the principles and applications of language toward logical thought, clear and precise expression and critical evaluation of communication in whatever symbol system the student uses. Such courses include:

326

(i) English Composition. Courses fulfilling the written composition requirement shall be designed to include both expository and argumentative writing.

327

(ii) Communication and Analytical Thinking. Courses fulfilling the communication and analytical thinking requirement include oral communication, mathematics, logic, statistics, computer languages and programming, and related disciplines.

328

329 (3) Ethnic Studies will be offered in at least one of the areas required by subdivision (2).

(c) While a course might satisfy more than one general education requirement, it may not be counted more than once for these purposes. A course may be used to satisfy both a general education requirement and a major or area of emphasis requirement. Whether it may be counted again for a different degree requirement is a matter for each college to determine. Students may use the same course to meet a general education requirement for the associate degree and to partially satisfy a general education requirement at the California State University, if such course is accepted by that system to satisfy a general education requirement.

330

(d) For the purpose of this section, "satisfactorily completed" means either credit earned on a "pass-no pass" basis or a grade point average of 2.0 or better in community college credit courses in the curriculum upon which the degree is based.

331

Note: Authority cited: Sections 66700 and 70901, Education Code. Reference: Sections 70901 and 70902, Education Code.

332

333 5 CCR § 55064

334 Cal. Admin. Code tit. 5, § 55064

335

336

TITLE 5. EDUCATION

337

DIVISION 6. CALIFORNIA COMMUNITY COLLEGES

338

CHAPTER 6. CURRICULUM AND INSTRUCTION

339

SUBCHAPTER 1. PROGRAMS, COURSES AND CLASSES

340

ARTICLE 6. THE ASSOCIATE DEGREE

341

§ 55064. Acceptance of Noncredit Courses.

342

343 The governing board of each community college district shall establish procedures by which a
344 student may petition to have completion of a noncredit course counted toward satisfaction of the
345 requirements for an associate degree. The petition shall be granted if the instructor of the
346 noncredit course certifies that the student has achieved competence in the subject matter at a
347 level and with academic rigor equivalent to that required for a degree-applicable credit course.
348

Note: Authority cited: Sections 66700 and 70901, Education Code. Reference: Sections 66701, 70901 and 78405, Education Code.

349

350 5 CCR § 55070

351 Cal. Admin. Code tit. 5, § 55070

352

353

TITLE 5. EDUCATION

354

DIVISION 6. CALIFORNIA COMMUNITY COLLEGES

355

CHAPTER 6. CURRICULUM AND INSTRUCTION

356

SUBCHAPTER 1. PROGRAMS, COURSES AND CLASSES

357

ARTICLE 7. CREDIT CERTIFICATES

358

§ 55070. Credit Certificates.

359

360 (a) Any sequence of courses consisting of 18 or more semester units or 27 or more quarter
361 units of degree-applicable credit coursework shall constitute an educational program subject to
362 approval by the Chancellor pursuant to section 55130. The college-awarded document
363 confirming that a student has completed such a program shall be known as a certificate of
364 achievement and may not be given any other designation. The award of a certificate of
365 achievement is intended to represent more than an accumulation of units. Listing of the
366 certificate of achievement on a student transcript symbolizes successful completion of **patterns
367 of learning experiences designed to develop certain capabilities that may be oriented to career
368 or general education.** For purposes of this subdivision, the term "general education" includes
369 coursework taken to satisfy transfer patterns established by the University of California, the

370 California State University, or accredited public postsecondary institutions in adjacent states
371 which award the baccalaureate degree.

372
373 (b) Shorter credit programs leading to a certificate may be established without review and
374 approval by the Chancellor after approval by the college curriculum committee and the district
375 governing board. Such a certificate may be given any name or designation deemed appropriate
376 by the district governing board, except that such a certificate may not be referred to as a
377 certificate of achievement, a certificate of completion, or a certificate of competency, unless
378 approved by the Chancellor pursuant to subdivision (c). Such a certificate may not be listed on a
379 student's transcript, unless approved by the Chancellor pursuant to subdivision (c).

380
381 (c) A district may submit any sequence of courses consisting of 12 or more semester units or 18
382 or more quarter units of degree-applicable credit coursework to the Chancellor and request that
383 it be approved as a program leading to a certificate of achievement. The Chancellor may
384 approve such a program if he or she determines that it satisfies the requirements of subdivision
385 (a) despite requiring fewer than 18 semester or 27 quarter units of degree-applicable credit
386 coursework.

387
388 (d) Content and assessment standards for certificates shall be defined by the local curriculum
389 committee and comply with the requirements of this chapter. Such standards should also
390 ensure that certificate programs will be consistent with the mission of the college, meet a
391 demonstrated need, be feasible, and adhere to guidelines on academic integrity which may be
392 developed by the Chancellor, the Academic Senate for California Community Colleges or other
393 appropriate statewide bodies.

394
395 (e) A description of each approved program shall be included in the college catalog.

396
397 (f) The Chancellor shall develop forms and procedures for submission of applications for
398 approval of a program leading to a certificate of achievement.

399
400 (g) Provisions of this section regarding the naming or designation of certificates shall become
401 effective for the Fall 2008 term.

402
403 Note: Authority cited: Sections 66700 and 70901, Education Code. Reference: Sections
404 70901 and 70902, Education Code.

405
406 5 CCR § 55072
Cal. Admin. Code tit. 5, § 55072

407
408 TITLE 5. EDUCATION
409 DIVISION 6. CALIFORNIA COMMUNITY COLLEGES
410 CHAPTER 6. CURRICULUM AND INSTRUCTION
411 SUBCHAPTER 1. PROGRAMS, COURSES AND CLASSES
412 ARTICLE 7. CREDIT CERTIFICATES

413 § 55072. Award of Certificates.

414 The governing board, or its designee, shall award the appropriate certificate to any student who
415 has completed the prescribed curriculum leading to that certificate as approved pursuant to

416 section 55070.
417

Note: Authority cited: Sections 66700 and 70901, Education Code. Reference: Sections 70901 and 70902, Education Code.

418
419
420 5 CCR s 55100
421 Cal. Admin. Code tit. 5, s 55100
422

423 TITLE 5. EDUCATION
424 DIVISION 6. CALIFORNIA COMMUNITY COLLEGES
425 CHAPTER 6. CURRICULUM AND INSTRUCTION
426 SUBCHAPTER 2. APPROVAL BY THE CHANCELLOR
427 ARTICLE 1. APPROVAL OF CREDIT EDUCATIONAL PROGRAMS
s 55100. Course Approval.

428
429 (a) The governing board of each community college district shall establish policies for, and may
430 approve individual degree-applicable credit courses which are offered as part of an educational
431 program approved by the Chancellor pursuant to section 55130. Such courses need not be
432 separately approved by the Chancellor.

433
434 (b) Effective for courses to be offered beginning in Fall 2007, a community college district may,
435 until December 31, 2012, approve and offer nondegree- applicable credit courses and degree-
436 applicable credit courses which are not part of an approved educational program without
437 separate approval by the Chancellor, provided that the district continuously complies with the
438 following requirements:

(1) the college curriculum committee and district governing board have approved each such
course pursuant to section 55002;

439

(2) the district submits a certification by September 30th of each year verifying that the
persons who will serve on the curriculum committee and others who will be involved in the
curriculum approval process at each college within the district for that academic year have
received training consistent with guidelines prescribed by the Chancellor on the review and
approval of courses not part of educational programs;

440

(3) no course which has previously been denied separate approval by the Chancellor or is
part of a program that has been disapproved by the Chancellor may be offered pursuant to
this subdivision unless the proposed course has been modified to adequately address the
reasons for denial and has been subsequently reapproved by the college curriculum
committee and district governing board;

441

(4) no group of courses approved pursuant to this subdivision which total 18 or more
semester units or 27 or more quarter units in a single four-digit Taxonomy of Programs code
may be linked to one another by means of prerequisites or corequisites;

442

(5) no student may be permitted to count 18 or more semester units or 27 or more quarter units of coursework approved pursuant to this subdivision toward satisfying the requirements for a certificate or other document evidencing completion of an educational program or towards a major or area of emphasis for completion of an associate degree; and

443

(6) the district promptly reports all courses approved pursuant to this subdivision to the Chancellor through the Chancellor's Office Management Information System.

444

(c) The Chancellor may, at any time, terminate the ability of a district to offer courses pursuant to subdivision (b) if he or she determines that a district has failed to comply with all of the conditions set forth in that subdivision. In that event, the district will become immediately subject to the requirements of subdivision (d).

449

(d) Effective January 1, 2013, or earlier if so required by subdivision (c), the governing board of each community college district shall separately submit for approval by the Chancellor all nondegree-applicable credit courses and individual degree-applicable credit courses which are not part of any approved educational program.

454

Note: Authority cited: Sections 66700 and 70901, Education Code. Reference: Sections 70901 and 78401, Education Code.

455

5 CCR s 55130

456

Cal. Admin. Code tit. 5, s 55130

457

458

459

TITLE 5. EDUCATION

460

DIVISION 6. CALIFORNIA COMMUNITY COLLEGES

461

CHAPTER 6. CURRICULUM AND INSTRUCTION

462

SUBCHAPTER 2. APPROVAL BY THE CHANCELLOR

463

ARTICLE 1. APPROVAL OF CREDIT EDUCATIONAL PROGRAMS

s 55130. Approval of Credit Programs.

464

(a) Before offering any credit course as part of an educational program at a college, the governing board of a district shall obtain approval of the educational program from the Chancellor in accordance with the provisions of this article. Approval shall be requested on forms provided by the Chancellor.

469

(b) The application for approval shall contain at least the following:

470

(1) The name of the proposed program.

471

(2) The description of the proposed program.

472

(3) a list of required courses to be included in the program.

473

(4) course outlines of records for all courses in the program.

474

(5) The purposes and specific objectives of the proposed program.

475

(6) The place of the proposed program in the district master plan.

476

(7) An explanation of how the program is appropriate to the objectives and conditions of higher education and community college education in California and how it conforms to statewide master planning.

477

(8) The need for the proposed program ascertained with regard to at least the following factors:

478

(A) Other community colleges in the area currently offering the program;

479

(B) Other programs closely related to the proposed program offered by the college;

480

(C) Relation of the proposed program to job market analysis, where applicable;

481

(D) Enrollment projection for the proposed program;

482

(E) Recommendations of career technical education regional consortia, when applicable;
and

483

(F) The classification of the courses in the program in accordance with section 55001.

484

(9) The need for and present adequacy of the following resources shall be determined in relation to the proposed program:

485

(A) Library and media center resources;

486

(B) Facilities and equipment required to initiate and sustain the program. If a new facility is to be used, reference should be made to the five-year master plan.

487

(C) Availability of adequate or proposed financial support; and

488

(D) Availability of faculty.

489
490 (c) The development, establishment and evaluation of an education program shall include
491 representative faculty involvement.

492
493 (d) An approval is effective until the program or implementation of the program is discontinued
494 or modified in any substantial way. The Chancellor may evaluate an educational program, after
495 its approval, on the basis of factors listed in this section. If on the basis of such an evaluation
496 the Chancellor determines that an educational program should no longer be offered, the
497 Chancellor may terminate the approval and determine the effective date of termination.

498
499 (e) In multicollge districts, program approval is granted for a specific college.

500

501 5 CCR s 55150
502 Cal. Admin. Code tit. 5, s 55150
503

504 TITLE 5. EDUCATION
505 DIVISION 6. CALIFORNIA COMMUNITY COLLEGES
506 CHAPTER 6. CURRICULUM AND INSTRUCTION
507 SUBCHAPTER 2. APPROVAL BY THE CHANCELLOR
508 ARTICLE 2. APPROVAL OF NONCREDIT COURSES AND PROGRAMS

s 55150. Approval of Noncredit Courses and Programs.

509
510 (a) Each noncredit course shall be approved by the Chancellor in accordance with this article on
511 forms provided by the Chancellor.

512
513 (b) Noncredit programs shall be approved by the Chancellor as provided in sections 55152,
514 55153 and 55154 on forms provided by the Chancellor. An approval is effective until the
515 program or implementation of the program is discontinued or modified in any substantial way.
516 The Chancellor may evaluate a noncredit program, after its approval, on the basis of factors
517 listed in sections 55152, 55153 or 55154, as applicable. If on the basis of such an evaluation the
518 Chancellor determines that the program should no longer be offered, the Chancellor may
519 terminate the approval and determine the effective date of termination.

520
521 (c) Course outlines for all noncredit courses prepared in accordance with subdivision (c) of
522 section 55002 shall be on file in the community college offering the course.

523
524 (d) Authorities of each community college maintaining noncredit courses shall keep such current
525 records and reports as may be required by the Chancellor.

526
527 (e) In order to be eligible for enhanced funding pursuant to Education Code sections 84750.5
528 and 84760.5, a career development or college preparation noncredit course must be part of a
529 program or sequence of courses approved by the Chancellor pursuant to sections 55151 or
530 55152.

531
532