



AP 4020 Program and Curriculum Development

References:

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;
NWCCU 2020 Standards 1.C.1, 1.C.5
BP 4025 – Philosophy and Criteria for Associate Degree and General Education
AP 4021 – Program Discontinuance
AP 4022 – Course Approval
AP 4025 – Philosophy and Criteria for Associate Degree and General Education

This procedure covers the following aspects of program and curriculum development. The procedures for curriculum development, curriculum proposals, the curriculum proposal timeline and curriculum review can be found in the Curriculum Handbook.

Curriculum Development

RESPONSIBILITY: The faculty of Rogue Community College are responsible for the overall curricula of the college. They are supported and assisted by the Office of Curriculum and Scheduling.

CURRICULUM and ACADEMIC STANDARDS COMMITTEE (CASC): The Curriculum and Academic Standards Committee (CASC) approves additions, deletions, and modifications of the curriculum and reports these results to the Academic Training Council (ATC). The ATC has established the Curriculum and Academic Standards Committee (CASC). The ATC has delegated the design, approval, and implementation of curriculum to CASC. Changes in standards are done in a manner consistent with accreditation requirements and guidelines set by the Oregon Department of Community Colleges and Workforce Development, overseen by the State of Oregon Higher Education Coordinating Commission; these require the council's formal approval as recorded in minutes.

Publication of Changes

Changes are published annually in the college catalog and updated throughout the year on the college website. Errors or updates to the printed catalog are posted on the catalog website.



Range of Delivery Systems and Modes of Instruction

In the development of courses and programs, it is recognized that the delivery systems and mode of instruction do not impact course content or course outcomes.

Credit Hour Definition

For purposes of federal financial aid eligibility, a “credit hour” shall be not less than:

- One hour of classroom or direct faculty instruction and a minimum of two hours of out of class student work each week for approximately 10 to 12 weeks for one quarter hour of credit, or the equivalent amount of work over a different amount of time; or
- At least an equivalent amount of work as required in the paragraph above, of this definition for other academic activities as established by the institution including laboratory work, internships, practicum, studio work, and other academic work leading to the award of credit hours.

Rescinds Policy and Procedure Number: VIII.A.010, VIII.A.040, VIII.E.020, AP-101, AP-102, AP-103, AP-104

Approved: April 13, 2020

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December 5, 2023**