Common Curriculum Review Questions

The Curriculum Committee is required to review curriculum proposals against the "Five Criteria" for approval mandated by state regulation. Here are some common questions that committee members have when reviewing proposals:

Criterion A: Appropriateness to Mission
- Which of the following mission(s) of the CCC system does the course fulfill?
    - Career Technical Education (CTE) preparation
    - Lower division major preparation
    - Lower division general education
    - Basic skills education
    - Civic education or lifelong learning
- Is the course primarily intended for CCC students (i.e. <u>not</u> university students, high school students, employees of a particular company, etc.)?
- Does the course provide distinct instructional content and objectives (i.e. it teaches something; not just provides a service or an assessment)?

Criterion B: Need
- How does the course specifically meet the needs of Miramar students?
- For CTE courses/awards:
    - What occupations does the course/award prepare students for?
    - What is the local labor market demand and forecast for this occupation?
    - What is the earning potential for this occupation?
    - Is the course/award offered at another local CCC? If so, have you coordinated with that campus?
    - Has this award been reviewed/recommended by the CTE Regional Consortia?
- For transfer courses/awards (*questions primarily for articulation officer*):
    - What lower division major preparation and/or general education requirements does the course fulfill? And at what universities?
    - Are there other courses we already offer that fulfill the same requirement(s)? If so, why is this one needed?
    - How closely does the award requirements match the major preparation requirements at our transfer universities?
- For basic skills courses
    - How will this course integrate into our existing basic skills structure?
    - How will this course meet the requirements of AB 705?

[Criterion C: Curriculum Standards is addressed in Tech Review]

Criterion D: Adequate Resources
- What new resources (facilities, equipment, learning resources, etc.) are required for this course? Has funding for these resources been obtained?
- Are faculty with minimum quals in this discipline available to teach this course?
- Has the dean agreed to offer this course at least once every two years?

[Criterion E: Compliance is addressed in Tech Review]