

## Attachment 2

### SUMMARY AND ANALYSIS OF PROPOSED CHANGES TO: STANDARDS AND CRITERIA FOR COURSES - §§ 55002 - 55002.5 CREDIT COURSE APPROVAL - § 55100 APPROVAL OF CREDIT PROGRAMS - § 55130 CONDITIONS FOR CLAIMING ATTENDANCE - § 58050

#### General

Non-substantive, substantive, and technical changes are proposed throughout for clarity and consistency.

#### § 55002. Standards and Criteria for Courses

##### § 55002(a)(2)(B)

Proposed changes to provide stronger guidance to the colleges regarding units of credit that are to be granted. Deleted, revised, and provided clarifying language to better align with section 55002.5.

##### § 55002(a)(3)

Proposed adding outside-of-class hours and total student learning hours to the Course Outline of Record because these hours need to be part of the equation in addition to contact hours to determine the unit value of the course.

Proposed adding “of record” after course outline for consistency and deleted last sentence, as it was no longer needed.

##### § 55002(a)(5)

Proposed eliminating references to section 51002, article 4, as that section should be section 55040 of article 4.

##### § 55002(b)(1)(A)

Proposed eliminating references to (j), for it should be (u).

##### § 55002(b)(2)(B)

Proposed deleting and clarifying language to this section to provide stronger guidance to the colleges regarding units of credit that are to be granted. Deleted, revised, and provided clarifying language for this subdivision. Additionally, referenced section 55002.5 for consistency.

##### § 55002(b)(3)

Proposed adding outside-of-class hours and total student learning hours to the Course Outline of Record because these hours need to be part of the equation in addition to contact hours to determine the unit value of the course.

Proposed adding “of record” after course outline for consistency and deleted last sentence, since the language is not necessary when detailing the make-up of the Course Outline of Record.

§ 55002(b)(5)

Proposed eliminating references to section 51002 as that section should be section 55040.

§ 55002(c)(2)

Deleted reference to meeting stated objectives because the stated objectives were not defined.

§ 55002(c)(4)

Added section 55040 as a reference.

**§ 55002.5. Credit Hour**

§ 55002.5

Proposed changing the title to “Credit Hour Definition” in order to clarify to the colleges that the purpose of this section is to define “Credit Hour.”

§ 55002.5(a)

Deleted “at colleges operating on the semester system” and “at colleges operating on the quarter system” because it is captured by adding “quarters” and “semesters” above.

§ 55002.5(b)

Proposed changes to provide a better explanation of 96 semester hours and 33 quarter hours for at least 2 units.

§ 55002.5(c)

Added language regarding cooperative work experience and referenced title 5, section 55256.5 for information.

§ 55002.5(d)

Deleted current language and replaced it with updated language requiring credit hours for clock hour programs, and provided a reference to federal regulations.

§ 55002.5(e)

Deleted current language and replaced it with a more clear and concise version.

§ 55002.5(f)

Proposed an additional subdivision to ensure that the governing board of each community college district establishes policy consistent with the provisions of § 55002.5.

**§55100. Credit Course Approval**

§ 55100

To support the streamlining of curriculum approval and to ensure clear communications from the Chancellor’s Office to the local districts and colleges, a certification form and process was created. Adding the Chancellor’s Office certification requirement is important to ensure compliance. Therefore, added language was provided for clear instructions on who should be required to certify that all requirements are met for credit courses and when the certification should occur. Additional deletions were made for better guidance and clarity to the colleges.

### **§55130. Approval of Credit Programs**

#### § 55130(a)

Deleted current language and replaced it with proposed language to support and clarify the curriculum approval streamlining efforts. Also referenced articles 6 and 7 of subchapter 1 of Chapter 6, and the current Chancellor’s Office Program and Course Approval Handbook for additional guidance.

#### § 55130(b)

Revised language to provide better guidance on the required components of a program and to support the curriculum streamlining efforts. Also changed “job market analysis” to “regional labor demand” to better reflect current language.

#### § 55130(c)(1)- (4)

To support the streamlining of curriculum approval and to ensure clear communications from the Chancellor’s Office to the local districts and colleges, a certification form and process was created. Adding the Chancellor’s Office certification requirement is important to ensure compliance. Therefore, added language was provided for clear instructions on who should be required to certify that all requirements are met for credit programs and when the certification should occur. Additional deletions were made for better guidance and clarity to the colleges.

#### § 55130(d)

Deleted current language and replaced it with proposed language to support the curriculum approval streamlining efforts and provided clarity as to the abilities of the Chancellor with regard to colleges who are out of compliance with this section.

#### § 55130(e)

Proposed added language for clarity regarding consequences if districts or colleges do not comply with regulations related to the curriculum approval process.

#### § 55130(f)

Proposed added language for clarity regarding multi-college districts.

#### 55130(g)

Added a subsection to ensure the community colleges follow the appropriate procedures for the Chancellor’s Office approval process before offering an Associate Degree for Transfer as identified in the Student Transfer Achievement Reform Act (Education Code Section 66745 et seq.), and in accordance with the Chancellor’s Office Program and Course Approval Handbook.

### **§ 58050. Conditions for Claiming Attendance**

§ 58050(a)(1) Changed “Board of Governors” to “governing board of each community college district” to be consistent with the changes being done to all the above sections in reference to credit courses and programs.