



College Policy 3.07

Curriculum Development

Curriculum development is the process of setting forth educational goals and learning objectives; defining instructional and assessment techniques and methods; and delineating necessary materials and resources. New courses and programs may be developed by faculty as appropriate and necessary; existing programs and courses may be strengthened and revised. All curriculum development is supervised and coordinated by the Vice President for Academic Affairs and the appropriate academic dean.

Course outlines must include the following: course title and credits, catalog description of course, prerequisites/corequisites, course objectives, topical outline, instructional methods, evaluation methods, competency forms for Minnesota Transfer Curriculum (if appropriate), and (for technical programs) identification of skills learned and levels of employment for which student completing course or program is qualified. Technical and occupational program curriculum must also include needs assessment.

All courses and programs must be submitted for approval to the Curriculum Committee, following established procedures and guidelines.

Date of Adoption: 7/1/1999

Date of Implementation (if different from from adoption date):

Date of Last Review: 7/1/1999

Date and Subject of Revisions: