

**HARTNELL COMMUNITY COLLEGE DISTRICT
BOARD POLICY AND ADMINISTRATIVE PROCEDURE
ROUTING/TRACKING FORM**

Review and approval by the various college governance groups is requested: Yes No

Policy/Procedure #: *BP 4020*

Policy/Procedure Name: *Program, Curriculum, and Course Development*

New Revised Replaces existing policy/procedure:

New policy/procedure or revisions initiated/proposed by: *Academic Affairs*

Reason for new policy/procedure or revisions: *Compliance with ACCJC*

Reviewing Group	Date	Approval/Comments
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Not approved

Comments: *Titles don't need to start with capital letters. All BPs/APs should be consistent (either upper or lowercase).*

College Planning Council

Approved as presented

Approved with changes

Not approved

Comments:

**Superintendent/President's
Executive Cabinet**

Approved as presented

Approved with changes

Not approved

Comments:

Board of Trustees

(First Reading)

Comments:

HARTNELL COMMUNITY COLLEGE DISTRICT

BP 4020 Program, Curriculum, and Course Development

References: Education Code Sections 70901(b), 70902(b), and 78016; Title 5 Sections 51000, 51022, 55002, 55100, 55130 and 55150; US 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; 34 Code of Federal Regulations Sections 600.2, 602.24, 603.24, and 668.8; ACCJC Accreditation Standards II.A

To satisfy statutory requirements and to assure implementation of the Mission and Vision Statements of Hartnell College, the Superintendent/President shall establish procedures for the development and review of all curricular offerings, including their establishment, modification, or discontinuance. These procedures shall include:

- a) appropriate involvement of the faculty and Academic Senate for making recommendations in the areas of curriculum and academic standards.
- b) regular review and justification of courses, degrees and certificates is conducted.
Office for approval.

The Superintendent/President will establish procedures which "credit hour" consistent with federal regulations applicable to

See Administrative procedures 4020, 4021 and 4025

Approved by Board of Trustees:

New BP