



MEMORANDUM

September 26, 2022

ESS 22-400-005| Via Email

TO: Chief Executive Officers
Chief Instructional Officers
Academic Senate Presidents
Curriculum Chairs
Academic Senate for Community Colleges
Curriculum Specialists

FROM: Raul Arambula
Dean, Educational Services & Support

RE: Annual Curriculum Approval Certification

Background

This memorandum provides information regarding the Annual Curriculum Approval Certification. The annual certification includes all credit and noncredit course proposals, modified credit programs, Career Technical Education (CTE) credit programs that are C-ID aligned, and local credit programs. Programs not included in the annual certification and streamlined approval process include the Associate Degrees for Transfer (ADTs), noncredit Career Development and College Preparation (CDCP) certificates in the short-term vocational instructional domain, and new Career Technical Education credit programs that are not C-ID aligned.

Guidelines

The

days. Periodic reviews of the locally approved and certified

Each academic year, during the month of September, the Chancellor's Office will release an annual certification reminder to colleges. For the 2022-23 academic year, the certification form and local governing board policy must be submitted to the Chancellor's Office no later than 5:00 P.M. on November 18, 2022.

Annual Curriculum Approval Certification Form

By signing this document, I certify as the Chief Instructional Officer that _____ has completed this process.

Chief Executive Officer

Date

Chief Executive Officer

Chief Instructional Officer

Date

Chief Instructional Officer

Academic Senate President

Date

Academic Senate President

Curriculum Chair

Date

Curriculum Chair