Requirement to Update Courses and Programs

Title 5 section 55003 requires that all prerequisites and corequisites established by the district be reviewed every six years (vocational courses or programs need to be reviewed every two years.) Though this statement applies only to the review of prerequisites, not to the entire course or course outline, many colleges apply this review to course review in general.

Education Code section 78016 requires that colleges review the effectiveness of CTE programs every two years.

Standard IIA.2(e) of the Accrediting Commission for Community and Junior Colleges does not specify a length for the review cycle of curriculum, but because the cycle for the accreditation process is six years, if a college has not reviewed its curriculum in six years, it would not be in compliance. Currency or courses can impact articulation and transferability of courses to UC’s and CSU’s.

Finally, the C-ID (Course Identification Numbering System) requires that course outlines submitted for C-ID designation be no more than five years old.

Steps to Determine When Programs Were Last Revised:

1. Log into Curricunet. Your user name is your first initial followed by your last name. If you have not logged on previously and changed your password, your password is “changeme.”
2. Scroll to the bottom left side of the Curricunet home page and click on “Search: Programs.”
3. Use the drop-down menu to highlight your department.
4. Click OK. The department’s programs will be displayed.
5. Look at the “active” programs in red and note the revised date. This date refers to when the program was last revised or in the case of a new program, when it was first proposed. This year, we are using this date to figure the age of the program. If the date is five years old or more, it needs to be updated. For CTE programs, if the program is more than two years old, it needs to be updated.