3.4.12

Del Mar College places primary responsibility for the content, quality, and effectiveness of its curriculum with its faculty. Curriculum for programs is developed by the faculty (Department Chairpersons serve as primary coordinators of this effort) with guidance from advisory committees in technical disciplines and where appropriate. Courses are approved by the college-wide Curriculum Committee prior to being included in the catalog. The Curriculum Committee is comprised of representative faculty from the three academic divisions, the three academic deans (Dean of Arts and Sciences, Dean of Business, Dean of Occupational Education and Technology) and the Vice President of Instruction. This is identified in the Del Mar College Policy and Procedures Manual in B.2.4.1.2.

The college only hosts courses that are already in the college’s catalog. Hosted classes that are not in the Del Mar College catalog will not be approved for students to enroll in and will not be added to the inventory. The procedure used to review the quality, content and effectiveness of VCT hosted classes is the same as for on-campus courses and must include syllabi, learning outcomes, faculty and student evaluations. If these items are not the same or unavailable for review the course will not be approved as a VCT hosted course offering. VCT facilitates the process by which faculty fulfill their responsibility for their curricula by providing online access to course syllabi, faculty qualifications.

Additional Document Sources:
Instructional Program Review
Distance Learning Committee