

approve new options and/or certificates within existing programs, new stand-alone courses, and new and/or modified non-credit courses.

[CCLC template language, except for italicized language]

New courses that are not part of an existing approved program and all new programs shall be submitted to the Office of the Chancellor for the California Community Colleges for approval as required.

Individual degree-applicable credit courses offered as part of a permitted educational program shall be approved by the Board. Non-degree-applicable credit and degree-applicable courses that are not part of an existing approved program must satisfy the conditions authorized by Title 5 regulations and shall be approved by the Governing Board.

Credit Hour

Consistent with federal regulations, the District shall assess and designate each of its programs as either a “credit hour” program or a “clock hour” program.

The *Chancellor* will establish procedures which prescribe the definition of “credit hour” consistent with applicable federal regulations, as they apply to community college districts.

The *Chancellor* shall establish procedures to assure; that curriculum at the District complies with the definition of “credit hour” or “clock hour,” where applicable. The *Chancellor* shall also establish procedure for using a clock-to-credit hour conversion formula to determine whether a credit hour program is eligible for federal financial aid. The conversion formula is used to determine whether such a credit-hour program has an appropriate minimum number of clock hours of instruction for each credit hour it claims.

~~(Administrative procedures shall be based upon old Board policy 545-Curriculum Development/Alignment).~~