

 <b>Wharton County Junior College</b>	<b>ADMINISTRATIVE PROCEDURE MANUAL</b>	
WCJC Title: <b>Curriculum Development (EE)</b>	Section E: <b>Instruction</b>	Page(s): 2
<b>BASED ON BOARD OF TRUSTEES POLICY</b>		
Policy Title: <b>Curriculum Development</b>	Policy: EE (Local)	
Subtitle: None	Date Adopted: 8-01-20	

### **Purpose**

Provides a description of curriculum responsibility for WCJC.

### **Procedure**

1. Associate Degree Description
  - a. The associate degree is central to the mission of the College, and reflects the larger goals of educational attainment the College holds for its students. It is a means through which the College develops and maintains integrity in its educational programs. When appropriately defined, the associate degree becomes an integrating force for the College, serves as an important student guide, and promotes commitment on the part of students for program completions.
  - b. Emphasis on the associate degree indicates to faculty, administrators, students, and society that the College has a vision of what it means to be an educated person and affirms the College's commitment to program continuity, coherence, and completion. The associate degree must indicate that the holder has developed proficiencies sufficient to prepare for upper division collegiate work, or to enter directly into a specific occupation with confidence. The degree will be awarded only for completion of a coherent program of study designed for a specific purpose.
  
2. Responsibility for Quality
  - a. The College assumes a responsibility to students and the public to establish and maintain excellence in all educational programs. In offering an associate degree program, the College recognizes its obligation to certify that the student

receiving the degree has attained associate degree levels of achievement. When the College awards the associate degree, it is providing the individual with the currency to negotiate the next step, whether that is a step into full-time employment or into a baccalaureate degree program. The associate degree should be recognized by employers and universities as the best indication that a student has attained the knowledge and skills necessary to enter a field of work or an upper division university program.

### 3. Organization of the Curriculum

- a. Working under the direction of the appropriate administrative leaders, it is the responsibility of the teaching faculty and academic staff to design, monitor, and evaluate the specific associate degree programs offered by the College. This process must involve consultation with others, both inside and outside the College. Full attention must be given to continuity in learning, as well as to the proficiencies required for an individual to achieve career satisfaction. The student should experience little or no loss of continuity, or loss of credits, when moving from one level of education to another.
- b. The associate degree programs at the College must consist of a coherent and tightly knit sequence of courses supported by an evaluation component that measures the outcomes of the learning process at both the course and programmatic level. Teaching faculty and academic staff identify expected student learning outcomes for each educational program, assess the achievement of these outcomes, and seek improvements based on those results.

**Date Prepared:** 9-10-20 (Lac)

**Revised date:**