

Trinity Valley Community College
107501

CURRICULUM DESIGN:
INSTRUCTIONAL PROGRAMS AND COURSES

EFA
(LEGAL)

ANNUAL LIST OF COURSES	<p>The Board shall finance, conduct, and supervise educational programs consistent with the College District's purpose for students of all ages. <i>Education Code 130.003(e)</i></p> <p>The Board annually shall submit to the Coordinating Board a comprehensive list by department, division, and school of all courses, together with a description of the content, scope, and prerequisites of all those courses that will be offered by the College District during the following academic year. Any changes in the comprehensive list of courses shall be submitted on dates designated by the Coordinating Board. <i>Education Code 61.052</i></p>
MINIMUM LENGTH OF COURSES	<p>Traditionally delivered three-semester-credit-hour courses should contain 15 weeks of instruction (45 contact hours) plus a week for final examinations so that such a course contains 45 to 48 contact hours depending on whether there is a final exam.</p> <p>Courses delivered in shortened semesters are expected to have the same number of contact hours and the same requirement for out-of-class learning as courses taught in a normal semester.</p> <p>The College District may offer a course in a nontraditional way (for example, over the Internet or through a shortened, intensive format) that does not meet these contact hour requirements, if the course has been reviewed and approved through a formal, institutional faculty review process that evaluates the course and its learning outcomes and determines that the course does, in fact, have equivalent learning outcomes to an equivalent, traditionally delivered course.</p> <p><i>19 TAC 4.6 (a), (d), (e)</i></p>
TEXAS COMMON COURSE NUMBERING SYSTEM	<p>By September 1, 2005, the College District shall include the applicable course numbers from the Texas Common Course Numbering System (TCCNS) in its printed and electronic catalogs, course listings, and any other appropriate informational resources, and in the application of the provisions of this subchapter. Institutions that do not use the TCCNS taxonomy as their sole means of course numbering shall publish the following information in their printed and electronic catalogs, course listings, and any other appropriate informational resources:</p> <ol style="list-style-type: none"> 1. The TCCNS prefix and number must be displayed immediately adjacent to the institutional course prefix and number at the beginning of each course description; and 2. The printed and electronic catalogs shall include a chart, table, or matrix, alphabetized by common course prefix, listing all common courses taught

at the College District by both the common and local course number. For printed catalogs, the chart, table, or matrix should be referenced in a table of contents and/or a subject index.

Each College District catalog shall include an explanation of the TCCNS and the significance of TCCNS courses for transfer purposes.

19 TAC 4.35

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