

FLC Curriculum Committee Program Approval Steps

The chart below overviews the steps each type of proposal must go through. Further information about each step can be found in the FLC Curriculum Committee Handbook, links to the Los Rios Program Placement Council process on the FLC Curriculum Committee Insider page, and the Program and Course Approval Handbook from the CCCCCO.

	Revision	Deletion	New Certificate of Recognition (not on a student's transcript)	New Certificate of Achievement ($8 \leq x < 16$ units) or (≥ 16 units)	New Degree (AA / AS / AA-T / AS-T)
ADP Report		X	X	X	X
Program Appraisal ¹		X			
LMI		C	C	C	C
Ensure 51% of courses articulate ²				L	L
Advisory Board	C	C	C	C	C
Future Directions			X	X	X
Complete all steps above before opening a draft proposal in Socrates.					
PPC ³			X	X	X*

NFNRC ³			C	C	C
Draft	X	X	X	X	X
Department Review	X	X	X	X	X
Tech Review	X	X	X	X	X
1 st reading	X	X	X	X	X
2 nd reading	X	X	X	X	X
DCCC		X	X	X	X
Board		X	X	X	X
CCCCO Narrative				X	X
Advisory Board Minutes			C	C	C
CCCCO	X	X		X	X
ACCJC			X	X	X
Catalog	X	X	X	X	X

X = Required (* Except ADTs)

L = Required of local programs

C = Required of CTE programs

¹Only required if the source of a deletion proposal is not the department. Departments may conduct their own program appraisals and report on the results in their ADP or Program Review documents.

³Except ADTs

³Local curriculum approval may proceed while awaiting PPC and NFNRC review. Curriculum may not advance beyond the local process until a program appears on the PPC list and/or is recommended by the NFNRC.

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