



## New GWC Program Form

The Curriculum Committee has adopted the following procedure for development of new programs for GWC. If a faculty member plans to develop a new program, including reactivation of a suspended or retired program, the program must be presented to the Council for Curriculum and Instruction (CCI) prior to the creation of new courses intended for that program.

### Instructions/Procedure:

- 1) Complete the form and collect the necessary supporting documents.
- 2) Obtain signatures.
- 3) Submit to the Curriculum Specialist by 9:00 am the Thursday prior to CCI to be considered for the CCI agenda.
- 4) CCI is permitted to have two readings.
- 5) After CCI recommendation, begin building new courses needed for the program.
- 6) Build the program in CurricUNET.
- 7) Programs that require substantial new resources may be required to attend Planning and Budget. Recommendation is made at the VPI and President signature level.
- 8) Incomplete proposals will not be reviewed. Be sure to include all required supporting documents and signatures.

Title of New Program: \_\_\_\_\_

New program

Revival of suspended or retired program

1. What type of program is being proposed?

Degree

Associate Degree for Transfer (AD-T)

Associate Degree

Certificate of Achievement

16 units or more

8 to 15 units

Noncredit Certificate

Learning Community/Other (e.g. Honors, Puente, Umoja)

2. What is the main goal of the program?

Transfer

Career and Technical Education/Workforce

3. Department/Division: \_\_\_\_\_

a. Justification for New Program:

\_\_\_\_\_  
\_\_\_\_\_



b. Responsible party for program assessment?

\_\_\_\_\_  
\_\_\_\_\_

4. What need does the program fulfill at Golden West College?

\_\_\_\_\_  
\_\_\_\_\_

5. Which courses will be used to fulfill program requirements?

Course Name and Number	Existing GWC Course	New GWC Course
1. _____		
2. _____		
3. _____		
4. _____		
5. _____		
6. _____		
7. _____		
8. _____		
9. _____		
10. _____		

Total Units / Hours: \_

6. Does the program duplicate or overlap with existing courses or programs at GWC?

Yes      No

7. Are similar courses or programs available at Orange Coast College or Coastline College?

Yes      No

8. Does the proposed GWC program align?      Yes      No

9. Can the new program be completed online:

- 100% online
- Some online course options
- Face-to-face only

10. Are any new resources needed to run the program? (Faculty, facilities, etc.)\*

\_\_\_\_\_  
\_\_\_\_\_

11. Are there additional financial commitments required to run and maintain the program?\*(Director, LHE for coordinator, Software, etc.)

\_\_\_\_\_  
\_\_\_\_\_



Additional Supporting Attachments:

CTE programs must include Labor Market Information (LMI), Regional Consortium, and Advisory Board minutes.

AD-Ts must include completed draft Transfer Model Curriculum (TMC) Template (See Articulation Officer).

Provide two comparable California Community College examples for Learning Communities.

Signatures:

Originator: \_\_\_\_\_ Date: \_\_\_\_\_

Department Chair: \_\_\_\_\_ Date: \_\_\_\_\_

Division Dean: \_\_\_\_\_ Date: \_\_\_\_\_

\*Vice President of Instruction: \_\_\_\_\_ Date: \_\_\_\_\_

\*President: \_\_\_\_\_ Date: \_\_\_\_\_

\*Programs that require resources in Questions 9 and 10 must obtain the additional signatures of the Vice President of Instruction and the President of the College.

CCI Approved 9/21/21