



New Program Proposal

The Curriculum Committee has adopted the following procedure for development of new programs. 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 approval 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. _____	<input type="checkbox"/>	<input type="checkbox"/>
2. _____	<input type="checkbox"/>	<input type="checkbox"/>
3. _____	<input type="checkbox"/>	<input type="checkbox"/>
4. _____	<input type="checkbox"/>	<input type="checkbox"/>
5. _____	<input type="checkbox"/>	<input type="checkbox"/>
6. _____	<input type="checkbox"/>	<input type="checkbox"/>
7. _____	<input type="checkbox"/>	<input type="checkbox"/>
8. _____	<input type="checkbox"/>	<input type="checkbox"/>
9. _____	<input type="checkbox"/>	<input type="checkbox"/>
10. _____	<input type="checkbox"/>	<input type="checkbox"/>

Total Units: _____

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

Yes No

Are similar courses or programs available at Orange Coast College Yes No
or Coastline College? Yes No

7. Does the proposed GWC program align? Yes No

8. Can the new program be completed online:

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

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

10. 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

/mccord
/jroxas