

## Curriculum Review Planning Report - Laney College

**Name of the Discipline:**

**Date of the Report:**

**List Faculty Involved in Developing this Report:**

Please complete this evaluation before your presentation date with the curriculum committee. We ask that you use the checklist on the reverse side to let us know where you are in your curriculum updating and your departmental methods for analyzing and evaluating the contents of course and degree/certificate offerings. Let us know what methods you use to maintain the integrity of academic standards and achieve consistency within the instructional program?

Also, please use CurricuNet to review all courses taught in your department and any certificates or degrees offered. Use the dates for the Active courses (red) to check the date of the last update.

### COURSES

**1) List courses in the catalog and the date of the most recent course outline updates:**

Course Number	Course Name	Date of Most Recent Update

### DEGREES & CERTIFICATE PROGRAM

**2) List degree and certificate programs offered:**

Name	Degree	Certificate	Date of Most Recent Update

## CURRICULUM REVIEW (COURSE VERIFICATION CHECKLIST)

Completed		<b>Course Verification Checklist</b> Please use CurricuNet to review all courses taught in your department and any certificates/degrees offered.
Yes	No	
<i>Completed</i>	<i>To be accomplished by</i>	
1		<b>COURSE USE</b> Has the course been offered in the last two years? If not, consider deactivating the course.
2		<b>DESCRIPTION/CATALOG INFORMATION</b> Does the course description accurately describe the course?
3		<b>COURSE ALIGNMENT</b> Does the course content align with course objectives? Do the course objectives align with the overarching student learning outcomes?
4		<b>STUDENT LEARNING OUTCOMES</b> Does the course/program have up-to-date student learning outcomes and assessment methods
5		<b>LECTURE/LAB CONTENT, METHODS</b> Are course content and teaching methods listed in the COR current, appropriate and effective? To what extent are writing skills and critical thinking reinforced?
6		<b>TEXTBOOK CURRENCY</b> Is the textbook current? (Transfer institutions require textbooks with a publication date that is within the 5 years)
7		<b>COLLEGE LEVEL MATERIALS</b> For degree-applicable courses, are the reading materials college level?
8		<b>REQUISITES</b> Have you completed the Content Review part of the outline? Have you reviewed and revalidated the prerequisites, co-requisites, recommended preparations? (Must be done at least every 6 years)
9		<b>DISTANCE EDUCATION</b> Is there an online option for your courses? If so, is the distance education addendum current and accurate?
10		<b>STAND ALONE COURSES</b> Are any of your courses not degree applicable?
11		<b>TRANSFER COURSES</b> Do transfer level courses meet CSU/UC standards? (Contact <b>Articulation Officer Laura Bollentino</b> ( <a href="mailto:lbollentino@peralta.edu">lbollentino@peralta.edu</a> ) if you have questions)
12		<b>DEGREES AND CERTIFICATES</b> Are the courses appropriate? Are the units required appropriate? Are the descriptions of degrees/certificates current?