

Existing Credit & Noncredit Course Revisions Effective Term

Note: Regardless of the initial edits, the entirety of a course's course outline of record (COR) will be reviewed by the Council for Curriculum & Instruction (CCI). The effective term for the COR will be dictated by completion of all recommended edits made by its final reading / CCI approval (commonly the 2nd reading). *****CREDIT COURSES ONLY*****The effective terms noted below do not take articulation (C-ID, CSU GE, UCTCA, IGETC, Cal-GETC) into full account. Submissions: C-ID (Ongoing), CSU GE (December), IGETC (December), UCTCA (June). This is approximately a 1 – 2 year timeline. Please contact the Articulation Officer.

Effective Following Semester

If the existing COR obtains **any** of the following edits by its final reading / CCI approval (commonly the 2nd reading) then its effective term may be the next semester. The COR must obtain approval by the **third** CCI meeting of the semester.

- Methods of Instruction/Evaluation
- Distance Education Addendum

If the existing COR obtains **only** the following edits by its final reading / CCI approval (commonly the 2nd reading) then its effective term may be considered for the following semester. The COR must obtain approval by the **last** CCI meeting of the semester.

- Assigned Disciplines
- Student Learning Outcomes (SLOs)
- Course Objectives
- Lecture Content
- Lab Content
- Course Assignments
- Textbooks

Effective Next Calendar Year in Fall

If the existing COR obtains **any** of the following edits by its final reading / CCI approval (commonly the 2nd reading) then its effective term may be considered for the next calendar year in Fall, regardless of if the approval occurred during the Fall or Spring semester. The COR must obtain approval by the **last** CCI meeting of the semester.

Final Reading / CCI Approval	COR Effective Term
Spring 2023	Fall 2024
Fall 2023	Fall 2024
Spring 2024	Fall 2025
Fall 2024	Fall 2025
Spring 2025	Fall 2026
Fall 2025	Fall 2026

- Catalog Description
- Pre-requisites, Corequisites, and Advisories
- Units and Hours
- Required for Degrees & Certificates
- Course Prefix and Title
- Material Fees (attach Material Fee form for all new or revised fees)
- Credit Status
- Grading Policy
- Open Entry/Exit
- Basic Skills/Levels Below Transfer
- CA Code Classification & Noncredit Category
- SAM / TOP Code
- Repeatability

