

Community and Technical College Catalog Update Sharing with Baccalaureate Institutions Proposal

1.27.2020

Purpose

To continue their strong service to Washington, the state's public community and technical colleges continuously make changes to their institutional curriculum to meet the needs of students and the economy. Changes may range from alteration of pre-requisites to the development of new courses.

To effectively apply academic credits for transfer students from Washington's public community and technical colleges to the state's baccalaureate institutions it is critical that the baccalaureate colleges and universities are aware of changes at the community and technical colleges.

To streamline communication of changes and updates to existing curriculum, a work group of ICRC met to discuss how to streamline and improve the process for the exchange of this information between sectors.

Discussion

The ICRC work group discussed the current process for communicating changes to curriculum at the community and technical colleges to the baccalaureate sectors, the format in which changes are made, the range of changes and the timeline.

Action

The ICRC work group proposes the following to ICRC for consideration.

- Work within existing processes and formats present at the community and technical colleges.
- Establish a shared, centralized location to upload and view documents.
- Each community and technical college would have an institutional folder to post changes to their curriculum for baccalaureates to review.
- Community and technical colleges would be asked to update the folders on an annual basis at the end of the fiscal year (June 30).
- A course would be included in the update if one or more of the following changed:
 - Course description
 - Amount of credit awarded
 - Course title
 - Course number
 - Pre-requisites, added or removed
 - New courses
 - Deleted courses

Future Work

The ICRC work group also discussed future work in this area including exploration for a common form and the incorporation of this work within another format.