

\* **4.2** The institution’s curriculum is directly related and appropriate to the mission and goals of the institution and the diplomas, certificates, or degrees awarded. **(Program curriculum)**

Compliance       Partial Compliance       Non-Compliance

**Narrative:**

The curriculum supporting the certificates and degrees awarded by Chattahoochee Valley Community College (CVCC) are appropriate to the College’s [mission](#) of “preparing students for transfer to senior colleges and universities, employment, or career advancement through associate degrees and certificate programs.” All areas of educational programs at the College relate to the mission and purpose of the College. The degrees awarded include the Associate of Science (AS) and Associate of Arts (AA) transfer degrees and the Associate of Applied Science (AAS) applied degree. The College offers certificates (30 to 60 semester hours) and short certificates (9 to 29 semester hours). Specific requirements for these degrees and certificates can be found in the [College Catalog and Student Handbook](#). All degree and certificate requirements align with the State Board Policy [712.01](#).

All degrees and certificates offered by the College are first approved by the [Curriculum Committee](#) and the President’s [Cabinet](#). Course and program approvals at the College are sent to the Alabama State Department of Education (SBE) for [approval](#) and, when appropriate, to the Alabama Commission on Higher Education (ACHE). Justification, including community support, student demand, and community occupational demand [data](#), are provided to SBE and ACHE.

The process for program approval requires an assessment of whether or not the program aligns with the institution’s mission and purpose. All programs are developed under these standards and policy [702.01](#) and [guidelines](#) established by the SBE and ACHE. Program faculty within Workforce Development and career technical programs (awarding certificates and AAS degrees) review curriculum with input from [Program Advisory Committees](#) to make adjustments as needed. All curriculum changes, additions, and revisions are submitted through the department chair, Chief Academic Officer, [Curriculum Committee](#), with final approval coming from the President’s [Cabinet](#).

---

<b>SUPPORT DOCUMENTATION</b>
<a href="#">College Catalog and Student Handbook, Mission Statement – Page 11</a>
<a href="#">College Catalog and Student Handbook, Programs of Study – Pages 78-130</a>
<a href="#">State Board Policy 712.01: Degrees and Awards</a>
<a href="#">Curriculum Committee Minutes February 6, 2013</a>
<a href="#">Cabinet Meeting Minutes, February 25, 2013</a>
<a href="#">Medical Assistant Technology Application for Accreditation</a>
<a href="#">Medical Assistant Technology Application for Accreditation – Program Justification</a>
<a href="#">State Board Policy 702.01: Request for New Instructional Programs</a>
<a href="#">Guidelines for State Board Policy 702.01: Request for New Instructional Programs</a>
<a href="#">BIT Advisory Committee Meeting Minutes, November 8, 2012</a>
<a href="#">Curriculum Committee Meeting Minutes, February 21, 2013</a>

