

POLICY TITLE: APPROVAL OF NEW COURSES AND PROGRAMS

I. Purpose

To respond to the emerging learning needs of our students and community, LCC is committed to the development of high quality, cost-effective, non-duplicative courses and programs.

Lansing Community College shall provide a system for course/program development, proposal, and approval which is streamlined, clear, consistent, open, and easily accessible. In addition, the College shall provide assistance and critical information to course and program developers throughout the process.

II. Scope

This policy applies to all programs and courses at the College or supported in partnership with other academic institutions or the community.

III. General

Prior to being offered, proposed courses and programs shall be systematically reviewed according to the following criteria:

1. Current and/or projected needs of students and/or community for the proposed course or program.
2. Completeness, quality, and relevance of course and/or program content.
3. Indications that institutional resources will be available to support the proposed instruction.
4. Relevance to discipline, division, and stated institutional mission, goals, and values.
5. Non-duplication of existing courses/programs.

Opportunities to appeal non-approvals will be accessible.

IV. Responsibility

The College Vice President of Academic Affairs is responsible for leadership in the preparation of College or Divisional procedures to implement this policy.

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