FR 4.4 Program Length

11. Program Length is appropriate for each of the institution’s educational programs.

*(Federal Requirement 4.4)*

__X__ Compliance  ____ Non-compliance

**NARRATIVE**

Program length is appropriate for each of Collin College’s educational programs. Academic and technical/workforce programs must conform to guidelines set forth by the Texas Higher Education Coordinating Board (THECB) in the *Academic Course Guide Manual* (ACGM) and *Guidelines for Instructional Programs in Workforce Education* (GIPWE). In addition, program length complies with appropriate professional accrediting bodies, and the SACSCOC. Exhibit IS.A in the institutional summary provides the number of credit hours required for each certificate and degree awarded by Collin College. All Collin College degree and certificate program requirements are consistent regardless of location or modality of instruction and detailed in the *2009-10 College Catalog*.

**PROCESS FOR DETERMINING PROGRAM LENGTH**

Faculty determine the length of a program within guidelines established by THECB, appropriate professional accrediting bodies and SACSCOC. Faculty work with academic administrators, universities and business/industry advisory committees to develop new programs or revise existing programs that meet transfer and workforce needs. Program additions and revisions proposed by faculty are submitted to the College’s *Curriculum Advisory Board* (CAB) for review and recommendation. New programs or program changes recommended by CAB are
forwarded to the designated Academic Officer (AO), for further action, as provided by CAB’s administrative charge:

The Curriculum Advisory Board (CAB) is charged with reviewing all changes in curricula or catalog listings, including the addition of new courses and programs, and making recommendations to the designated Academic Officer (AO) in accordance with the policies of the Collin College Board of Trustees, the Texas Higher Education Coordinating Board (THECB) and the Southern Association of Colleges and Schools (SACS).

**CRITERIA FOR PROGRAM LENGTH TO ENSURE SUBJECT MASTERY**

Collin College has processes in place to ensure the length of program curriculum is sufficient for students to gain entry level mastery of the subject matter in their selected program or emphasis area. Faculty consider multiple criteria including, but are not limited to, the performance expectations for entry level employees as discussed by Advisory Committees [1] (AC’s), selected program licensure and certification pass rates, employment rate, as well as alumni responses on the Community College Student Experience Questionnaire about the quality of their preparation for entry level work in their field.

**TYPES OF PROGRAMS**

Collin College programs come under two classifications: 1) academic transfer programs (Associate of Arts, AA; Associate of Science, AS; and, specializations leading toward an Associate of Arts in Teaching, AAT), including fields of study and general education core curriculum certificates; and 2) Workforce education programs that lead toward an Associate of Applied Science (AAS) degree or certificate.
ACADEMIC DEGREES

Collin College academic degrees, including the three AAT program specializations, meet THECB requirements for completion of a minimum of 60 credit hours, including a 42 credit general education core curriculum and 18 credit hours of recommended electives in academic areas of emphasis.

The academic degree core curriculum draws from eight curriculum components, delineated as follows: Communications, which includes English Composition (6 credit hours) and Speech (3 credit hours); Humanities (3 credit hours); Mathematics (3 credit hours); Natural Sciences (8 credit hours); Social/Behavioral Sciences (3 credit hours as well as the state-mandated 6 credit hours of Government and 6 credit hours of History); Visual/Performing Arts (3 credit hours); and Physical Education/Dance (1 credit hour).

WORKFORCE EDUCATION DEGREES

Collin College offers forty-six Associate of Applied Science (AAS) programs. All Collin College workforce programs for the AAS degree require from 60 to 72 credit hours, the minimum and maximum lengths mandated by the THECB. The lengths of certain AAS programs, such as Dental Hygiene and Nursing, are also impacted by requirements and guidelines of their respective professional accrediting bodies.

Collin College workforce degrees include at least 16 credit hours (SCH) of general education which meets THECB requirements. The 16-credit hour requirement also meets the SACSCOC requirement for a substantial component of general education coursework with at least one course in each of the following
areas: humanities/fine arts, social/behavioral sciences and mathematics/natural sciences.

**ACADEMIC AND WORKFORCE CERTIFICATES**

In addition to associate degrees, Collin College offers certificates in nine academic transfer Fields of Study, the general education Texas Core curriculum and numerous workforce education areas. Certificate length is determined by the faculty and approved by the CAB within the parameters of the THECB’s’ ACGM and GIPWE. Certificates range from six (6) to fifty-nine (59) credit hours. All Collin College certificates, both academic and workforce, meet respective THECB guidelines.

**SOURCE DOCUMENTS**

2009-10 College Catalog