

PORTERVILLE COLLEGE
CURRICULUM TECHNICAL REVIEW SUB-COMMITTEE

FUNCTION

To review and make recommendations on courses and programs from a technical review perspective related to curriculum.

Technical areas may include and are not limited to the following subjects/areas: Financial Aid, Admissions & Records, California Education Code, Title 5 Regulations, California Community Colleges Chancellor's Office guidelines and requirements, state/federal requirements, Accrediting Commission for Community and Junior Colleges (ACCJC) standards & policies, and Kern Community College District (KCCD) Board policies and processes.

OBJECTIVE

To provide technical input to the Curriculum Committee and faculty related to course/program development, proposal, and review process.

SPECIFIC TASKS

1. Assist the faculty and Curriculum Committee on items to be considered as it relates to financial aid, admissions & records, regulatory, and other applicable legal, accreditation, KCCD Board requirements and policies.
2. Review and make recommendations to the faculty and Curriculum Committee to support curriculum development, review, and approval process at Porterville College.
3. Advise and provide recommendations through the Curriculum Chair & Curriculum Specialist on items on Curriculum Committee Agenda.
4. Serve as technical subject-matter resource for the Curriculum Committee and the faculty.

QUORUM

Consists of a majority of the members.

AGENDA

1. Subcommittee agenda will be based on Curriculum Agenda
2. Committee will meet 1-2 business days after the Curriculum Committee Agenda is posted

MEMBERSHIP

Curriculum Committee Faculty Member	1
Curriculum Specialist	1
Director of Financial Aid or Designee	1
Director of Admissions & Records or Designee	1
Articulation Officer/Counselor or Designee	1
Academic Administrators	2
Total Membership	7
*Executive Secretary	1

*Committee secretary/non-voting