

July 12, 1999

**MEMORANDUM**

**TO:** Chief Academic Officers

**FROM:** Elizabeth Lambert Johns, Vice President  
Academic and Student Services

**SUBJECT:** Common Course Library and Curriculum Standards

The Curriculum Review Committee (CRC) met and took action on requested revisions to the Common Course Library (CCL) and curriculum standards. The materials included in this mailing will inform you of recommendations approved by the team and any corrections that have been made since April 1999. Enclosed are the following materials:

Enclosure A CRC Requests and Actions  
Enclosure B Replacement pages for the Common Course Library  
Enclosure C Revised Program Title List  
New and Revised Program Standards

***We recommend that you review these changes to determine their effects on the programs offered at your college.*** All actions that reflect a standard change are effective for 1999\*03, but program changes must be made by Fall 2000. Please also note on your revised Program Title List that the following titles have been converted into new titles and codes within the past year:

<b><u>Old Ti</u></b>	<b><u>New Title and Code</u></b>
Water and Waste Treatment Tech. [A20200]	Environmental Science Tech./Water Resources Management [A2014B]
Information Systems/Network Administration and Support [A2526D]	Computer Programming [A25130]
Office Systems Technology/Medical [A2536B]	Medical Office Administrator [A25310]
Electroneurodiagnostic Tech.. (Diploma) [D45320]	Electroneurodiagnostic Technology [A45330]

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Revisions to the CCL have been sent electronically to the Systems Administrator at your college. Once your Systems Administrator installs Service Calls SCP.CL9901 and SCP.CL9902, you will have electronic access to the updated information. Due to fee collection and FTE reporting, only one version of a course can be taught at a time. You cannot teach the new and old version of a course during the same semester.

If you have questions or need additional information, please contact Elizabeth Jones, Director of Program Services, at (919) 733-7051, ext. 401.

ELJ:kcp

Enclosures

c: Presidents

Ms. Elizabeth Jones

Dr. Janyth Fredrickson

Mr. Ken Whichard

Mr. Arthur Hohnsbehn