

Curriculum Committee Guidelines: Program Maps

Program maps provide step-by-step guidance for what courses students should take each semester in order to complete a degree or certificate. Strong program maps focus on students' needs and should take into account:

- When courses are regularly offered
- What prerequisites students need to be successful in subsequent courses
- Relevant data on course-taking patterns and student success
- Time-to-degree (ensuring maps reflect a path to completion in one or two years)
- Major requirements, GE *area* requirements, transfer requirements, and local competencies

At COS, program maps are currently housed in DegreeWorks and are maintained by a designated member of the Counselling department.

Each Spring, prior to the April publication of the next year's catalog, divisions should invite the counseling representative responsible for maintaining program maps to their division meeting and discuss any necessary updates to the division's program maps, so that maps remain current and accurate for students. These updates should be based on:

- Changes to programs that have been approved through curriculum for the next catalog year.
- Changes in course scheduling that will require a course be moved on the program map.

When developing or updating program maps, the Curriculum Committee has approved the following guidance for divisions:

- Program maps for transfer programs should include major requirements, CSU admission and graduation requirements*, and may include placeholders for the GE *areas*. Specific GE courses should not be pre-selected for students, unless they align to a specific program or CSU requirement.
- Program maps for local and CTE degrees should include major requirements, local competency requirements, and may include placeholders for the GE *areas*. Specific GE courses should not be pre-selected for students, unless they align to a specific program requirement.
- Program maps for local and CTE certificates should include only the certificate requirements.
- Program maps may not list any pre-transfer level English or Math courses, unless that course is a degree-applicable math course explicitly required for a student's CTE program.

*As of Spring 2022, these are Golden four (Communication, English, Math and Critical Thinking) for admission requirements and history, political science, and ethnic studies for graduation requirements.