



# SCC Suggested Standards for Writing Curriculum

The Course Outline of Record (COR) is a legal public document and is a reflection of our institution. CORs are a basis for articulation agreements and require board and state approval. Please ensure that the outline is accurate, grammatically correct, and comprehensible. Consistency between the Course Description, SLOs, Course Outline, and Course Objectives is especially important.

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The screenshot shows a web interface for course management. It features three main sections: 'System/Institution' with a dropdown menu set to 'Santa Ana College - Shared...', 'Categories' with a dropdown menu set to 'Shared Course with SAC', and 'Comparable Course' with a text input field containing 'MATH170 Pre-Calculus Mathematics'. A red arrow points to a button labeled 'Add General Education Request' located at the bottom left of the interface.

### Local - Plan A

If a course is being proposed for local general education (GE) placement, it is recommended that faculty review the standards published in [Title 5 § 55063 Minimum Requirements for the Associate Degree](#). This will assist faculty in determining if the course belongs in the desired GE area and that all elements are included in the course content for GE approval. Common shared courses with Santa Ana College proposed for GE must be vetted by both SCC's and SAC's Curriculum and Instruction Council in the same semester. Faculty are strongly recommended to communicate with their SAC discipline counterpart to discuss the proposal. If there is no mutual agreement on the proposal, then the campus requesting the proposal must change the course number and course title.

### CSU GE - Plan B / IGETC - Plan C

If a course is being proposed for CSU-GE Breadth or IGETC general education placement, it is recommended that faculty review the standards published in the [Guiding Notes for General Education Course Reviewers](#). This will assist faculty in determining if the course belongs in the desired GE area and that all elements are included in the course content for GE approval. Common shared courses with Santa Ana College proposed for GE must be vetted by both SCC's and SAC's Curriculum and Instruction Council in the same semester. Faculty are strongly recommended to communicate with their SAC discipline counterpart to discuss the proposal. If there is no mutual agreement on the proposal, then the campus requesting the proposal must change the course number and course title.

### C-ID

If a course is being proposed for C-ID submission, it is recommended that faculty review the C-ID descriptor published in the [C-ID website](#). This will guide faculty to include the required topics of the C-ID descriptor in their course content for C-ID approval.

### Comparable Course

For new courses, faculty must list a comparable California State University (CSU) and/or a University of California (UC) course taught at the lower-division level. Upper-division level courses can be listed as comparable, however, course-to-course articulation cannot be guaranteed. Most four-year colleges do not favor articulation of lower-division courses with upper-division courses.

### UC Transferable Course

If a course is being proposed for UC Transferability, it is recommended that faculty review the UC Transferable regulations published in the [UC Transfer Course Agreements website](#). This will assist faculty in determining whether their course meets the UC-transfer guidelines for UC transferable