

**Effective Instruction** The most important element of a college is instruction. Improvement in the quality of the instructional program of the College District is a continual goal of the College District. The methods of instruction must be related to:

1. The learner outcomes of each course;
2. The capabilities of the students; and
3. The general institutional standards of quality so that all concerned will have a clear idea of the aims and requirements of the course and methods of evaluation.

Experimentation, adaptation, and acceptance of non-traditional methods of instruction shall be encouraged but shall be subject to critical analysis. Methods of evaluating student performance should be carefully developed and a variety of methods employed. Such grading practices should adequately discriminate among levels of student performance keeping in mind the institution's concern for quality performance.

Since effective instruction is related to class size, the instructional load, and the nature of the course, maximum class size should be determined by a variety of factors such as the nature of the course, level of instructional assistance, and the instructional methodology.

Even though the College District operates distance learning centers in several locations throughout its 12-county service area, a quality level of instruction will be maintained at all locations. Techniques such as the use of common employment and evaluation procedures, common course syllabi, and application of the same standards will ensure the quality of instruction at all locations.

**New Curricula** The scope and nature of the curriculum shall be directly related to the stated purposes of the College District and shall be in keeping with the available and projected resources both financial and academic. In order to avoid proliferation of course offerings and degree programs, new courses and programs shall be established only after a need has been demonstrated and the necessary resources secured. Specific procedures involving input from the faculty, the administrative staff, and the governing board shall be followed in curriculum development and revision.

**Syllabi** Every course taught must have a course syllabus developed that specifies the content of the course, requirements, and grading practices. Such syllabi must be kept up to date and maintained by the appropriate instructional administrator(s).

**Program Evaluation** In an effort to maintain relevancy of its instructional program, the College District has adopted procedures for program evaluation to

ensure that the programs are not only financially sound, but also academically viable.

All programs of study will be designed to meet the requirements of appropriate licensing, regulatory, or accrediting agencies.