

7 COURSE OUTLINES OF RECORD

7.1 PURPOSE

The course outline of record is the primary legal document that describes curriculum at the course level. It lays out a course's expected content and learning objectives for use by any faculty member and offers students, community members, and other educational institutions information about MiraCosta's courses and programs. As such, the COR does the following:

- Meets all the rules and regulations governing curriculum from the following authorities: California Code of Regulations (title 5), California Education Code, ACCJC, and MiraCosta College board policies and administrative procedures.
- Integrates MiraCosta's commitment to diversity, equity, and inclusion as communicated and codified in the college mission and vision statements, the college's institutional values and goals, and board policy.¹ Curriculum is a means of "promot[ing] increased awareness and appreciation of individual, collective, and intersecting identities within our diverse society and acknowledg[ing] that different students learn in different and unique ways" (Board Policy 3400: Diversity, Equity, and Inclusion).
- Provides the basis for articulation agreements with baccalaureate-granting institutions.
- Allows, based on the quality of the COR, the college to maintain its authority for local approval of curriculum.
- Provides a template that ensures all core components (i.e., hours, content, objectives, in-class and outside-of-class assignments, instructional materials/textbooks, and methods of instruction and evaluation) are consistently applied in the classroom.
- Serves as an educational contract between MiraCosta and its students by identifying the specific body of knowledge every course will cover as well as what the student can expect in terms of rigor and learning outcomes, which form the basis of how students are graded or earn credit for the course.

The Course Outline of Record: A Curriculum Reference Guide, published by the Academic Senate for California Community Colleges and available on the CPC Portal site, provides a thorough explanation of course outline requirements.

¹ "Local curriculum processes should include questions that prompt faculty to consider the mission when making new course proposals, revising existing courses, or adding new courses to programs." The Course Outline of Record: A Curriculum Reference Guide, p. 7.