

Policy Change
Procedure Change
New Policy
New Procedure

Subject Matter Area Review
Constituency Group Review
District Council
Board 1st Reading
Board 2nd Reading

KEY:
BOLD= new language
~~strikethrough~~= delete language

Comments:
Legal recommended deletion.
There appears to be no other
BP that addresses this at this
time.

Referred to:

Edited:
10/18/17

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Yosemite Community College District Policies and Administrative Procedures

No. 4-8065

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Policy

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4-8065 Syllabus

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The Chancellor shall establish procedures to ensure that all Yosemite Community College District students are provided with either a written syllabus or electronic version during the first week of classes.

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Adopted: August 13, 2008

Last Reviewed:

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Administrative Procedure

4-8065 Syllabus

Yosemite Community College District faculty will provide their students with a syllabus, ~~either hardcopy or electronic~~, during the first week of class.

The syllabus must include, at minimum:

- Current student learning outcomes for the course
- Grading scale and process
- Instructor contact information
- Office hours, if applicable
- Required and recommended text and course materials
- Classroom policies

~~They will also provide a copy, either hardcopy or electronic, to the appropriate division office by the first census date for each class.~~

Each college shall establish procedures to gather and archive every course syllabus each semester.

References:

[ACCJC Accreditation Standard II.A.3](#)

Procedure Last Revised: February 11, 2009

Last Reviewed: