Eastern West Virginia Community and Technical College

Regulation No.- AR 3.13

Title: WV EDGE Course Review Process

Definition: The WV EDGE Course Review Process Regulation defines the review process and timeline to assure appropriate and timely review of WV EDGE coursework and applicability for college credit. The regulation is designed to ensure routine review in keeping with the secondary school timelines for curriculum revision and the College timeline for catalog publication.

Effective Date: 1/15/10; Reviewed May 2019

Review of WV EDGE courses in relation to Eastern College curriculum will be conducted on an annual basis to assure WV EDGE College Courses listings accurately reflect application to the currently approved college curriculum. The review process will adhere to the following:

1. Biannually, the WV Department of Education will submit EDGE courses to the Student Program Advisor. The Student Program Advisor or designee-will convene and facilitate meetings to address changes in the secondary curriculum and adjust college credit awards. Changes in WVEIS Code or course title serve as an indicator of curriculum changes at the secondary. The meeting's participants will include the Division Chairs, Dean of Teaching and Learning and content faculty, and others as deemed appropriate by the Student Program Advisor. The meetings will occur in:
   a. November – to address catalog related changes
   b. May, by the third week – to review secondary curriculum changes and adjust college credit awards

2. The Student Program Advisor or designee will provide an annual update of WV EDGE offerings and changes as a standing Learner Outcomes Team (LOT) item at the June meeting. In the event the June meeting is cancelled, the update will be provided at the next scheduled LOT meeting.

3. Upon final approval of changes by LOT, the Student Program Advisor or designee will forward WV EDGE listing changes to the WV Department of Education representative to post as appropriate on the WV EDGE website.

4. All Eastern curriculum proposals submitted throughout the academic year to LOT must address impact on the current/new WV EDGE listings. Upon approval of curriculum proposals, the Student Program Advisor will forward appropriate changes to the WV Department of Education representative to update the WV EDGE web site.

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President   8/29/19 Date