

# ADMINISTRATIVE REGULATION 4021

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT

ACADEMIC AFFAIRS

## CAREER EDUCATION PROGRAM DISCONTINUANCE

I. Each college will develop a process to evaluate career education programs every two years to ensure they:

- meet labor market demand,
- do not represent unnecessary duplication of programs in the area, and
- demonstrate effectiveness as measured by the employment and completion success of its students.

A written summary of the findings of the bi-annual review shall be submitted to the Board as an information item and made available to the public.

II. Career Education Programs not meeting the requirement:

- When a career education program does not meet the requirements noted above, a program vitality study shall be completed within one year and a recommendation will be made to revitalize or discontinue the program.
- When programs are eliminated or program requirements are significantly changed, the institution makes appropriate arrangements so that enrolled students may complete their education in a timely manner with a minimum of disruption to students.

### *References:*

*Education Code Section 78016*  
*Title 5 Sections 51022 and 55130*  
*ACCJC Accreditation Standard 2*