

Cerritos Community College

APPLICATION FOR EXTENSIVE LABORATORY STATUS

Course Prefix, Number, and Name: _____
(Example: DANC 105, Introduction to Dance Movement)

Date Course Outline of Record was Last Approved by Curriculum Committee: _____

Total Units: _____ **Number of Lecture Hours/Week:** _____ **Number of Lab Hours/Week:** _____

Submitted by: _____ **Date:** _____
(Faculty Name)

Departmental Approval for Submission for Extensive Laboratory Classification

Signature: _____ **Date:** _____
(Department Chair)

Courses submitted for Extensive Laboratory Status will be evaluated based on evidence of the following:

Pre-laboratory Activity

1. Curriculum development for each lab.
2. Published schedule of individual laboratory activities.
3. Published laboratory Student Learning Outcomes.
4. Published methods of evaluation.
5. Published laboratory objectives.
6. The laboratory requires extensive student preparation from text and lecture material prior to – during – and after – each laboratory session.
7. Supervision of equipment maintenance, laboratory setup, acquisition of lab materials and supplies, field trip logistics, or preparation to ensure a safe environment conducive to learning.

During-laboratory Activity

1. Instructor is actively engaged in lab when students are performing lab activities.
2. Instructor is responsible for active facilitation of laboratory learning.
3. Instructor is responsible for active delivery of curriculum.
4. Instructor is responsible for significant evaluation of student work.

Post-laboratory Activity

1. Instructor is responsible for personal evaluation of significant student outcomes (lab exercises, exams, practicals, notebooks, portfolios, etc.) that become a component of the student grade that cover the majority of lab exercises performed during the course.

*Please Retain a copy for your records
Revised 4/13/18*

Office Use Only

Received by Academic Affairs: _____

Semester and Date: _____

Date of ELC Review: _____

Notified Division Dean: _____