

ACADEMIC SENATE
of
CALIFORNIA POLYTECHNIC STATE UNIVERSITY, SAN LUIS OBISPO

AS-164-84/Curriculum
April 24, 1984

RESOLUTION ON COURSE CHANGE PROPOSALS

A part of the curriculum review process that is time consuming and critical is the consideration of changes to existing courses. Justification is required for new courses but not for changes in existing courses, yet some changes to existing courses can be significant and have impact on other degree programs. To assure that the review process by the Academic Senate includes considering changes to existing courses, the following resolution is proposed.

WHEREAS, The evolution of programs here at Cal Poly requires the periodic changes to existing courses; and

WHEREAS, The changes to existing courses may at times affect other programs at Cal Poly and those proposed changes should be carefully reviewed by the Academic Senate; therefore be it

RESOLVED: That the Office of the Provost develop and require the use of a "Course Change Proposal" form when the course change proposal includes a name description, prerequisite, or unit change. The form should include information such as the reason for the proposed change, whether the course is a duplication or approximation of courses now being offered, whether the course is a required or elective course for any major outside the department proposing the change, information relative to staffing if the change included a unit change, and new facilities, materials, and equipment that might be required if the change is implemented.

APPROVED

May 22, 1984