

Policy on New Courses and Topic Courses

Background:

It is expected that the curriculum of all disciplines and programs at SUNY Oswego be subject to the peer review of faculty along with the approval of the appropriate councils and the full body of Faculty Assembly. However, in the interest of innovation in curriculum development we allow new courses and special topics to be offered for a limited time prior to submission for approval.

There is an existing policy on the offering of new courses and the same topic for topic courses under a given prefix. This policy is enforced by the registrar. Under this policy

1. A new course may be offered twice in a year before being required to receive UCC approval.
2. For a topics course (e.g., ECO 305 Topics in Economics), a specific topic may be offered up to three times before being required to receive UCC approval under a specific course number.

The origin and evolution of the policy has not been well-documented, so the Undergraduate Curriculum Council is requesting the Faculty Assembly affirm a policy on course offerings going forward.

New and Topic Course Policy:

A new course may be offered for up to two semesters on a trial basis. The course developer must submit the course to UCC for approval in order for the course to be offered on the course schedule beyond two semesters.

Department and program curricula may include UCC-approved courses with names such as Topics in XXX, designed to give students exposure to a range of topics chosen by the instructor. Such courses may only use a particular topic three times. The course developer must submit the topic for UCC approval under a dedicated course number to be allowed on the course schedule beyond three offerings.