

ACADEMIC SENATE  
of  
CALIFORNIA POLYTECHNIC STATE UNIVERSITY, SAN LUIS OBISPO

AS-92-80/CC  
April 8, 1980

RESOLUTION ON 470 COURSES

Background: Until the advent of CAR, subtopics were submitted directly to Educational Services by departmental schedulers and were not reviewed as a regular procedure by the school as a whole or by other schools or departments which might be affected. With the emergence of a need to assign catalog numbers to each subtopic for the course master file, a new procedure was instituted which required each subtopic request to be routed through the dean's office. The new procedures have also given greater visibility to 470 and 471 courses which already exist and which are being proposed. It is apparent that in both existing 470-471's and proposed 470-471's there are: instances which give rise to questions regarding the department which should most appropriately be teaching the courses; instances where questions of academic merit have been raised; instances where the topical nature of the courses has been challenged (Selected Advanced Topics); and questions regarding the maximum number of 470 and 471 units which can be earned by an individual.

The proposals accompanying this document assert the traditional prerogative of faculty to review curriculum and are designed to assure that 470 and 471 courses are subject to the same kind of review as other approved courses.

WHEREAS, It is possible to create what are in effect new courses through the vehicle of 470 and 471 course numbers; and

WHEREAS, Courses created as subtopics of 470 and 471 may currently be taught on a recurring basis; and

WHEREAS, Provision has never been made for faculty review of courses so instituted; and

WHEREAS, Serious questions have been raised regarding appropriate use of 470 and 471 courses; therefore be it

RESOLVED: That in the fall quarter of each academic year, a report of all courses offered the previous academic year under 470 and 471 numbers be reviewed by the Academic Senate Curriculum Committee; and be it further

RESOLVED: That the Campus Administrative Manual be changed to read:

490.5 Courses Offered Under 470 and 471 Numbers

1. Courses offered under 470 and 471 numbers are for teaching topics which:

(a) are not intended for future inclusion as a regular course and

would therefore typically be offered for only one quarter, (In order to repeat an offer of a course numbered 470 and 471, it is necessary to resubmit an application following the procedures as outlined in 4a, b, c, d, e, below.) and,

- (b) are worthy of academic credit at an advanced level (upper division), and
  - (c) are designed for group study and so would not be appropriate for individual study.
2. Generally, courses offered under 470 and 471 numbers should not be used as a substitution for courses specifically identified in a student's curriculum. In order to substitute a course numbered 470 and 471 for a course specifically identified in a student's curriculum, a "Petition for Curriculum Substitution." must be completed.
3. A department proposing a course under a 470 or 471 number must make sure that:
- (a) such a course is clearly within the subject area of its own department, or
  - (b) the written opinion of departments which may have a major interest in the subject area has been obtained, or
  - (c) substantive reason(s) for pursuing the course over objections can be offered.
4. The following review process shall be used for courses to be offered under 470 and 471 course numbers.
- (a) A new course proposal form with an expanded course outline attached is forwarded to the departmental curriculum committee by the proposing faculty member(s).
  - (b) Only those proposals which have been approved by the departmental curriculum committee are forwarded to the department head.
  - (c) The department head forwards all of these proposals with his/her recommendations to the school/division curriculum committee.
  - (d) The school/division curriculum committee forwards all of these proposals with its recommendations to the dean of the school.
  - (e) The school/ division dean forwards all of these proposals with his/her recommendations to the Vice-President for Academic Affairs or his/her designee.
  - (f) The final decisions shall be made on these proposals by the Vice President for Academic Affairs or his/her designee.

5. Courses offered under 470 and 471 numbers are to appear in the Class Schedule. In order to meet Class Schedule deadlines, requests must reach the office of the Vice President for Academic Affairs for the fall quarter by April 17, for the winter quarter by September 18, for the spring quarter by December 8, and for the summer quarter by March 17. Exceptions to these deadlines may be granted only with the approval of the Vice President for Academic Affairs.

And, be it further

RESOLVED: That Sections 490.5 and 490.6 be renumbered 490.6 and 490.7 respectively.