

APPROVAL FOR OPEN-ENDED COURSE TOPIC*

COURSE NO. _____
(Enrollment Services will assign a letter)

TITLE (short title) _____
(short title may only have 21 spaces)

TITLE (long title) _____

(long title may only have 50 spaces)

NUMBER OF CREDITS _____

COURSE DESCRIPTION:

*THIS TOPIC MAY BE OFFERED THREE TIMES BEFORE APPROVAL
THROUGH THE ESTABLISHED UNIVERSITY PROGRESS IS REQUIRED

Does this topic overlap with other permanent courses? (If yes provide statements
from other departments.) Yes _____ No _____

APPROVAL: _____
CHAIRPERSON/DATE

I have no reason to believe that this topic has implications for courses offered in
another college.

APPROVAL: _____
DEAN/DATE

Following is the definition of open-ended courses as it appears in section 8.80.11 of the University Manual:

8.80.11 A permanent course is one which has no restrictions on the number of times it may be offered. A permanent course may be open-ended; that is, a course whose subject matter may vary between offerings. Open-ended courses may include workshops, seminars, colloquiums, special topics, special problems, and special projects. Only permanent courses may be listed in the Undergraduate Bulletin or in the Graduate School Bulletin.

The Curricular Affairs Committee recommends that the faculty Senate approve for the following changes to the UNIVERSITY MANUAL to become effective as of spring 2003 semester (changes are in boldface):

8.81.20 An Open-ended Course shall be administered by the department which originated it. Initially, an open-ended course shall be proposed and approved in the same manner as other permanent courses (8.81.10 above). Prior to offering a specific topic the content of the course shall be approved in a department meeting.

8.81.21 After approval of each offering of an open-ended course topic, a copy of the title, subtitle, and description shall be forwarded for schedule authorization to the Office of Enrollment Services via the dean of the college in which the department resides. The dean's authorization shall ensure that no overlap exists between specific topics and existing courses.

8.81.22 A specific topic within an open-ended course may be offered three times. After three offerings the topic shall be approved through the appropriate channels as either a permanent course or as a permanent topic within an open-ended course and shall be included in the University Catalog.

8.81.60 Limitations. It is the responsibility of the Office of Enrollment Services to limit the offering of a temporary course to only twice during a two-year period and to limit to three times the offering of a specific topic within an open-ended course.

8.81.61 A course that has been formally deleted may not be offered again without formal approval. The code and number of a deleted course may not be re-used before four academic years have elapsed.