Policy 3
Effective December 10, 1980

Governors State University
Course Lifespan Policy and procedure

Policy
Courses shall be considered for approval in two categories: 1) those which are offered regularly as part of a degree program, and 2) those which are experimental, e.g, courses specifically designed for specific groups off-campus, short courses, and/or credit-earning conferences. Course approval for category 1 shall be for a period of five academic years. Course approval for Category 2 shall be for a period of one year.

Procedures

1. Course approval for Category 1 shall be for a period of five academic years beginning with the term (F, W, S/S) in which it is first offered and ending at the close of the fourth academic year following (maximum of 15 trimesters).

    a. Courses in Category 1 approved by College procedures prior to 09/01/79 and offered in either AY'78 shall stand approved (no review) until January 1, 1982, except in the case for submission for approval of changes in title, credits earned, level (grad/ undergrad), competencies.
    b. Courses approved prior to 09/01/79 shall be reviewed in order of longevity, 5000-7000 courses first, graduated courses next, and undergraduate courses last. (Review should begin when the policy becomes effective.)
    c. Courses in Category 1 approved after 09/01/79, but before the establishment of new criteria by the University Curriculum Committee, shall be reviewed and recommended for re-approval before the Fall term, 1982.

2. Course for approval for Category 2 shall be for a period of one year beginning with the term (F, W, S/S) I which it is first offered and ending with the close of the third trimester following.

    a. Courses in Category 2 may be offered when recommended by the appropriate Division Chairperson, the College/School Faculty Committee charged with curriculum review, the Dean/Director and approved by the Provost. The review must be completed at the unit level within 30 calendar days of receipt by the Division Chairperson.

        This procedure shall be reviewed by the University Curriculum Committee in Winter, 1982.

    b. Each term, the University Curriculum Committee will be informed of Category 2 courses approved.

3. New course approval will be carried out as specified in the “Course Approval Policy and Procedures.”
4. Criteria for approval may differ between Categories 1 and 2.
5. If a course is not taught for three consecutive years, it shall automatically be dropped, unless a request is made for re-approval supporting its continuation.
6. After five years, Category 1 courses must be re-approved.
7. After one year form the date of approval, courses previously approved in Category 2 must proceed through the regular approval process in Category 1 before such courses may be offered.