

## **NOTICE OF REGULATION DEVELOPMENT**

### **NOTICE: PROPOSED REPEALED REGULATIONS PROPOSED NEW POLICY**

**DATE: November 3, 2011**

**Regulation No: 1.005 Undergraduate Catalogs of the USF System  
Regulation No. 1.009 Graduate Catalogs of the USF System**

#### **Summary:**

Florida Board of Governors (BOG) Regulation 1.001 (9-16-10) provides that “Each board of trustees is authorized to promulgate university regulations in accordance with the Regulation Development Procedure adopted by the Board of Governors,” (7-21-05). Such regulations must be consistent with law, and the regulations and strategic plan of the Board of Governors. The Regulation Development Procedure requires that the University Board of Trustees periodically review existing regulations to ensure they are current and consistent.

Review of Regulations [USF1.005](#) and [USF1.009](#) determined that these regulations are no longer required by statute or BOG regulation. The Board of Governors requires universities to adopt regulations on admissions, articulation, and degree requirements. Provisions in the Catalogs (such as admissions, degree requirements, new degree programs, etc.) that necessitated our annual promulgation of the catalog regulations have been adopted as individual regulations in compliance with BOG regulations and/or Florida Statutes.

When changes are made to our admissions, degree requirements, fees or matters of articulation, those amendments will be promulgated in the appropriate regulation, according to the Board of Governors Regulation Development Procedure.

A Catalog policy (10-059) attached, outlining the purpose and authority of the catalogs is promulgated for adoption. Repeal of Regulations USF1.005 and USF1.009 will be reviewed by the ACE Workgroup (December 1) to be placed on the Agenda of the December 8, 2011, Board of Trustees Meeting.

#### **End of Summary.**

**AUTHORITY TO REPEAL REGULATION(S):** Art. IX, Sec. 7, Fla. Constitution, BOG Regulation 1.001.

**UNIVERSITY OFFICIAL INITIATING PROPOSED REPEAL OF REGULATION(S):**  
Ralph Wilcox, Provost and Executive Vice President.

**WRITTEN COMMENTS CONCERNING THESE REGULATIONS MAY BE  
SUBMITTED WITHIN 14 DAYS AFTER THE POSTING DATE OF THIS NOTICE**

***AND COMMENTS CONCERNING THE PROPOSED POLICY MAY BE SUBMITTED  
NO LATER THAN December 16, 2011, TO:***

Dee Brown, Agency Clerk  
Office of the General Counsel  
University of South Florida  
4202 East Fowler Avenue, Suite CGS 301  
Tampa, FL 33620-4301  
Phone: (813) 974-7150;  
FAX: 813-974-5236;  
E-MAIL: [USFLEGAL@ADMIN.USF.EDU](mailto:USFLEGAL@ADMIN.USF.EDU)

## Proposed University of South Florida System Policy No. 10-059

### Title: University of South Florida System Catalogs

#### I. INTRODUCTION (Purpose and Intent)

University of South Florida System (USF System) institutions publish undergraduate and graduate catalogs on each campus. Catalogs are not contracts, but are the source of general information including the USF System, its campuses, community, curricular offerings, degree and admission requirements, academic calendar, and facilities available to students, faculty and staff.

#### II. STATEMENT OF POLICY

The USF System member institutions reserve the right to change or modify academic requirements, course information, and curricula as authorized by the USF Board of Trustees, Florida Board of Governors or Florida Statute. Revisions to catalogs will not alter provisions, terms, fees, or requirements under existing University regulations or policies.

The catalogs are revised each academic year according to each respective Institution's faculty council decisions. The catalogs will be updated without notice as degree programs or curricula changes are approved by the appropriate USF System authority, the Florida Board of Governors or Florida law.

In the event of conflict between any provisions in the catalogs and any USF System regulations or policies, the document most currently revised or adopted by the USF System shall prevail.

A degree-seeking student may choose any USF catalog (of the institution in which they are enrolled) published during his/her continuous enrollment. As degree-seeking students will be enrolled over the course of several terms, the catalogs may change. In the event of a conflict, to the extent possible, the University will make every effort to apply the appropriate catalog that protects the interest of the student. However, in the

case of policy and program changes, or issues of accreditation and legislative change, the most current catalog will be applied if necessary.

### III. **APPROVAL PROCESS**

Each Institution will follow its established annual catalog approval process, with final approval residing with the appropriate faculty councils. The councils will operate with established timelines and protocols.

### IV. **CATALOGS**

The catalogs are published solely on-line at the respective USF Institution website.

USF Tampa Graduate Catalog

USF Tampa Undergraduate Catalog

USF St. Petersburg Graduate Catalog

USF St. Petersburg Undergraduate Catalog

USF Sarasota-Manatee Graduate Catalog

USF Sarasota-Manatee Undergraduate Catalog

USF Polytechnic Graduate Catalog

USF Polytechnic Undergraduate Catalog

### V. **PROFESSIONAL CATALOGS**

Professional degree program catalogs (e.g. College of Medicine Catalog) are approved by the appropriate Chief Academic Officer or designee and are also available on-line on the respective USF Institution website.

Ralph Wilcox, Provost and Executive Vice President

Judy Genshaft, President