

USF System USF USFSP USFSM

Number: USF3.017
Subject: Deletion of Courses from Catalogs and Common Course Designation and Numbering System
Responsible Office: Academic Affairs

Date of Origin: 06-12-88

Date Last Amended: 11-10-10

Date Last Reviewed: 11-10-10

(1) The University of South Florida System (USF System) on an annual basis, as part of the procedure for the preparation of the undergraduate and graduate programs catalogs, will ensure that courses which have not been taught for the preceding five years, or less if desired, and which are not expected to be offered within the next five years are deleted from the catalogs. On behalf of the entire USF System, the Dean for Undergraduate Studies (Tampa) shall notify the Office of Statewide Course Numbering System to delete said courses.

(2) The course review process will be conducted by the Undergraduate Council (for undergraduate courses) and the Graduate Council (for graduate courses) of each separately accredited institution and regional campus.

(3) Any courses which have not been taught in the preceding five years, that the USF System wishes to continue, shall be reviewed in the same manner as courses which are proposed for addition to the catalogs and the Statewide Course Numbering System. A course may be continued if the USF System determines there was reasonable cause for the course not to have been offered and there is an expectation that it will be offered again within the following five years. Courses not taught for ten consecutive years will be deleted regardless of expectation.

(4) The President of the USF System shall certify annually to the Board of Trustees that the USF System has complied with the requirements of Section 1007.24, Florida Statutes (*Statewide course numbering system*) and the Board of Governors Resolution adopting Rule 6A-10.0331, F.A.C. (*Deletion of Courses from Catalogs and Statewide Course Numbering System*).

Authority: Art. IX, Sec. 7, Fla. Constitution. Fla. Board of Governors Regulations: 1.001, BOG Adopted BOE Rule 6A-10.0331, Section 1007.24, F. S. History-New 6-12-88, Formerly 6C4-3.017, F.A.C., Amended 11-10-10.