

POLICY COVER SHEET

(See *Faculty Staff Handbook 1460* for instructions.)

[1/08]

Faculty/Staff Handbook [FSH] Addition Revision* Deletion* Emergency
 Minor Amendment

Chapter & Title: 4130 Standard Course Numbers

All policies must be reviewed, approved and returned by a policy sponsor, with a cover sheet attached to apm@uidaho.edu or fsh@uidaho.edu respectively.
 *Note: If revision/deletion request original document from apm@uidaho.edu or fsh@uidaho.edu, all changes must be made using "track changes."

Originator(s): Charles Tibbals 4/1/09
 (Please see FSH 1460 C) Name Date
Telephone & Email: 885-9222 ctibbals@uidaho.edu

Policy Sponsor: (If different than originator.) Nancy Krogh 4/1/09
 Name Date
Telephone & Email: 885-2020 nkrogh@uidaho.edu

Reviewed by General Counsel Yes No Name & Date: Sharyl Kammerzell 4/02/09

I. Policy/Procedure Statement: Briefly explain the purpose of proposed addition, revision, and/or deletion to the Faculty/Staff Handbook or the Administrative Procedures Manual.
 The purpose of this change is to update the FSH to meet comply with the Office of the Registrar's request to the University Curriculum Committee (UCC) to stop the cross- and joint-listing of the standard course numbers to existing University of Idaho courses without UCC's approval.

II. Reason/Rationale: Reason this addition, revision, and/or deletion is necessary, if different than above?
 The Office of the Registrar has requested that the University Curriculum Committee consider a request to prevent departments from cross and joint-listing the standard course numbers to existing University of Idaho courses without UCC's approval. Normally any request to cross or joint-list a course has to be approved by a College Curriculum Committee, UCC, and finally the General Faculty via a General Curriculum Report. The practice of cross- and joint-listing of the standard course numbers has not required any committee's approval and hence is not subject to the appropriate faculty review. This practice has lead to some issues such as: students completing the cross-listed standard course number courses and having it not satisfy university requirements for graduation and students not being charged any special course fees if the standard course numbered course is cross- or joint-listed to a course that has special course fees.

III. Fiscal Impact: What fiscal impact, if any, will this addition, revision, or deletion have? None

IV. Related Policies/Procedures: Describe other policies or procedures existing that are related or similar to this proposed change. None

V. Effective Date: This policy shall be effective on July 1, or January 1, whichever arrives first after final approval (see FSH 1460 D) unless otherwise specified in the policy. May 11th, 2009

If not a minor amendment forward to: University Curriculum Committee

Policy Coordinator
 Appr. & Date:

 [Office Use Only]

APM

F&A Appr.: _____
 [Office Use Only]

FSH

Appr. _____
 FC FC-09-075 _____
 GFM _____
 Pres./Prov. _____
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