To: Curriculum Council

From: Bill Bogley, Director APAA

Date: Jan 25, 2013

Re: Course Designator Requests

Requests for new course designators occur periodically and there is reason to expect that more and varied requests will be coming before the Curriculum Council in the months and years ahead. Designator requests are important because they create homes for credit-bearing courses. The current process for handling such requests, approved by this council, dictates that the Registrar be consulted to determine if the designator is “available” and then the questions comes to this council for final decision. APAA facilitates.

In coming months and years, the Council may be called upon to deliberate a number of designator requests that are being driven by many new and emerging forces, such as the Governor’s 40-40-20 agenda and an initiative on “credit for prior learning” that is now being discussed at OUS and in the Chancellor’s office. We should not rush to judge these things, but as an institution we do need clarity on our standards and criteria for establishing new designators within the curriculum.

I recommend that the Curriculum Council draft and adopt a set of criteria that will be applied to provide a sound institutional stance for accepting or rejecting new designator requests. As a first step, for your consideration, I offer the following questions that a new designator request might be asked to address. These were drafted with the assistance of University Registrar Rebecca Mathern.

- What content areas will courses address? What makes the courses unique and requiring a new designator rather than being housed under a current designator?
- Which curricular subject area serves as the academic home and who are the responsible faculty?
- In which college will the designator reside?
- What degree or certificate programs will rely on courses in the designator?
- Is there an intention to create a new degree or certificate as a result of this designator?
- What criteria will be applied to introduce new courses in the designator?
- Who, when and how re assessment and review?
- Sketch of initial slate of courses and projected enrollments.

If and when the Curriculum Council decides to adopt such standards, APAA will help develop an appropriately efficient and thorough process to ensure that all necessary considerations are made in response to new requests.