

## REMOVAL OF COURSES NOT OFFERED IN PRECEDING 3 YEARS FROM CATALOG:

### Council of Deans

Minutes of the Meeting of September 22, 1999

The Council discussed a Student Senate resolution regarding removal from the catalog of courses which have not been offered in the preceding three years (*Appendix C*). In the ensuing discussion the following issues were raised:

- a. These are elective courses and thus do not present undue hardship to students by not being available.
- b. Many such offerings depend on the availability of instructors. Often, the need to staff required general education courses or courses within the major makes it difficult for faculty to be freed to teach electives, even if they are desirous of doing so.
- c. It is difficult to reinstate a course once removed. Should the instructor become available, the course cannot now be offered since it takes a year to have a course added to the catalog.
- d. This is not a widespread problem but confined to one or two departments which may be understaffed, and thus unable to offer a variety of courses.
- e. Sometimes a lack of student interest causes such courses not to be offered, the department having learned through previous attempts that student demand is lacking. However, interests can change, and hence such courses need to be kept on the books.
- f. It seems premature to consider adding notations in the catalog regarding rare availability of certain courses. Such information is best passed through advising. Indeed, the issue really concerns advising and should be attended through advising.
- g. Most departments in Arts and Sciences offer, in a separate publication, a three-year projection of courses, and thus continually update and refine the catalog.

The discussion led to the following resolution:

Since the courses referred to in the Student Senate resolution belong to the College of Arts and Sciences, the college level curriculum committee will review the catalog and expunge courses that have not been offered for considerable time. In the opinion of the Council members, the three-year time limit proposed by Student Senate is too short, and the courses expunged should at least not have been offered within the last 5 to 7 years. It was recommended that the students consult their advisors regarding the likelihood of a particular course being offered within their years on campus. The deans will also speak to advisors so that advising is much more intentional about this issue.