

FSU-5.097 Deletion of Courses.

- (1) Once a year, the Office of the University Registrar will generate a list of courses that have not been offered in the prior five-year period.
- (2) The designated five-year period will be based on the academic year, beginning in Fall and ending at the end of the Summer. This five-year period is a rolling five-year period based on when the report is generated.
- (3) This list will constitute the list of courses that will be inactivated and removed from the university curriculum. This list will be shared with the academic units for review. Academic units that wish to retain these courses must provide justification prior to the review deadline.
- (4) Academic units desiring to retain a course must satisfy items in paragraphs (5) and (6) below.
- (5) Justification for retention of a course listed in (1) must be provided. One or more of the following reasons below are allowed for retaining a course.
 - (1) Course curriculum is in process of being revised;
 - (2) Prospective new or visiting faculty have been employed to teach the course in the upcoming year;
 - (3) Course is part of a graduate/undergraduate course offering pair, one part of which has been taught in the required time frame;
 - (4) Course is required for accreditation; or
 - (5) The course is a type of variable topic nature which needs to be available due to public or student interest.
- (6) Departments are required to review and update any and all aspects of the course, i.e. course title, learning objectives, description, assessment measures, etc. Appropriate updates must be submitted through the curriculum process, ensuring the course aligns with current curriculum needs.
- (7) This five-year deletion requirement does not apply to thesis, dissertation, preliminary, qualifying or comprehensive examinations, Directed Individual Studies (DIS), Honors, Research or Internship courses.
- (8) The university president shall annually certify to the university board of trustees that the university has complied with Section 1007.24, F.S.

~~(1) Any course not offered during any "eight regular semesters" will be deleted from the curriculum inventory unless there is justification for the retention. Justification for retention of a course includes: course curriculum is in process of being revised; prospective new or~~

~~visiting faculty have been employed to teach the course; course was not taught due to temporary staffing and/or budgetary problems; course is part of a graduate/undergraduate combination, one part of which has been taught in the required time frame; course is required for accreditation; or the course is a type of variable topic nature which needs to be available due to public or student interest. In addition to the justification for retention of course statement a department desiring to retain a course will provide a copy of the course outline/syllabus. If approved by the University Curriculum Committee the course will be placed on probation for one academic year. This does not apply to Directed Individual Studies (DIS), Honors, Research or Internship courses.~~

~~(2) For purposes of deletion of a course, "eight regular semesters" refers to Fall and Spring semesters only, or four academic years. If a course is not taught during the eight regular semesters but is taught during a summer term within the four academic years, that course shall not be subject to deletion.~~

~~(3) The President, or Dean of Faculty if designated by the President, shall annually certify to the Board of Governors Regents that the University has complied with the course review/deletion procedures.~~

Specific Authority BOG Regulation 1.001(3)(j)-, Reg. Procedure July 21, 2005 . Law Implemented FS. History–New 6-29-88. Amended