

**Academic Policies and Procedures Committee
PROPOSAL FORM -- Part A**

<input type="checkbox"/> ADD <input type="checkbox"/> DELETE <input checked="" type="checkbox"/> CHANGE	Proposal # <u>GS 200910-03</u> Effective Date (semester/year) <u>Fall 2010</u>
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College/School Graduate School

Dean Edelma Huntley

Department Graduate Studies

Departmental Chair N/A

1. Briefly describe the action(s) requested:

Require that dual-listed courses at the 4000-level require senior standing or special permission of the graduate school.

2. Rationale for this request:

The graduate education task force found that graduate students were not satisfied with dual-listed courses. Further probing into this issue revealed a number of concerns and complaints explaining the dissatisfaction:

- *Sophomores and juniors are being permitted to enroll and are often not prepared, causing a perceived “dumbing down” of the course.*
- *Graduate students pay more per credit hour for these courses and feel that they are not getting the “value added” they deserve over and above the undergraduate students.*
- *Often the nature of the required “additional work” is unclear to the graduate students.*

In addition to this requirement change, the Graduate Council requests that dual-listed courses have a single syllabus that clearly states the learning outcomes for both constituencies, as well as identifying any differences in the assessments.

3. Current and Proposed Bulletin Descriptions:

CURRENT:

Currently, dual-listed courses are noted only through their bulletin descriptions, in which the last statement is [Dual-listed with XXX5xxx].

The following policy statement is in the Academic Regulations section of the undergraduate bulletin.

Dual-Listed Courses. Selected courses are noted as being dual-listed. Each undergraduate dual-listed course has a concurrent graduate equivalent and students in the two courses meet in one classroom. Graduate students who are enrolled in a dual-listed course are expected to complete extra assignments above and beyond those that are assigned to the undergraduates in the class. Dual-listed courses are noted in the course descriptions as follows: [Dual-listed with CI5740.] or [Dual-listed with CI4740.]

The following policy statement is in the Academic Regulations section of the graduate bulletin.

Dual-listed Courses. Some courses are noted as being dual-listed. Each dual-listed course has a concurrent undergraduate equivalent, and students in the two courses meet in one classroom. Graduate students who are enrolled in a dual-listed course are expected to complete extra assignments above and beyond those that are assigned to the undergraduates in the class.

No more than 12 semester hours of dual-listed courses may be included in a student’s program of study for a 36 semester hour or longer program. Students in program of less than 36 semester hours are limited to nine (9) semester hours. Dual-listed courses are noted in the course descriptions as follows: “[Dual-listed with CI 4740.]”

PROPOSED:

Each dual-listed course should list senior standing as a prerequisite along with the current dual-listed statement.

The policy should be changed in the undergraduate bulletin:

Dual-Listed Courses. Selected courses are noted as being dual-listed. Each undergraduate dual-listed course has a concurrent graduate equivalent and students in the two courses meet in one classroom. Graduate students who are enrolled in a dual-listed course are expected to complete extra assignments above and beyond those that are assigned to the undergraduates in the class. **The syllabus for a dual-listed course will clearly state the learning outcomes for both constituencies, as well as identifying any differences in the assessments. Undergraduate participation in these courses is restricted to seniors. Undergraduates who are not seniors may petition the graduate school to enroll in these courses, provided they can demonstrate their readiness for senior-level coursework. In particular, students who have completed other 4000-level courses in the discipline with a grade of B or better will be permitted to enroll.** Dual-listed courses are noted in the course descriptions as follows: [Dual-listed with CI5740.] or [Dual-listed with CI4740.]

The policy should be changed in the graduate bulletin.

Dual-listed Courses. Some courses are noted as being dual-listed. Each dual-listed course has a concurrent undergraduate equivalent, and students in the two courses

meet in one classroom. Graduate students who are enrolled in a dual-listed course are expected to complete extra assignments above and beyond those that are assigned to the undergraduates in the class. **The syllabus for a dual-listed course will clearly state the learning outcomes for both constituencies, as well as identifying any differences in the assessments. Undergraduate participation in these courses is restricted to seniors. Undergraduates who are not seniors may petition the graduate school to enroll in these courses, provided they can demonstrate their readiness for senior-level coursework. In particular, students who have completed other 4000-level courses in the discipline with a grade of B or better will be permitted to enroll.**

No more than 12 semester hours of dual-listed courses may be included in a student's program of study for a 36 semester hour or longer program. Students in program of less than 36 semester hours are limited to nine (9) semester hours. Dual-listed courses are noted in the course descriptions as follows: "[Dual-listed with CI 4740.]"

4. List the committees, councils, and other groups that have considered this proposal; the action taken; and the dates that action was taken.

Area	Action	Date of Action
Departmental Curriculum Committee		
Departmental Faculty		
College Council(s)		
Core Curriculum Committee		
Teacher Education Council		
Graduate Council		
Other Committees/Councils:		
Academic Policies & Procedures Committee		

5. Have all appropriate departmental chairs and the Registrar's Office been consulted in the development of this proposal?
 yes XX no ___ n/a ___ If yes, list the date(s) and person(s) contacted and response:

See attached.

6. a. Are there any existing programs or courses that will be curtailed or discontinued as a result of the proposed new program or course? yes ___ no XX

- b. Is this course cross-listed in another (other) department(s)? yes ___ no ___

- c. List courses in other departments that may cover or partially cover the subject matter of the proposed course.

- d. Is this course dual-listed? yes ___ no ___ (*If yes, attach undergraduate and graduate syllabi*)

7. Core Curriculum or Special Designator Course proposal must include a syllabus (*more than one if multiple instructors*).

- a. Is this a Core Curriculum course? yes ___ no ___

- b. Is this a Special Designator Course? yes ___ no ___
 W ___ S ___ MC ___ ND ___ C ___ CD ___