Faculty Council on Academic Standards (FCAS) Policy on Equivalent Courses

Background: As a way to help the Tacoma and Bothell campuses quickly develop courses when they were originally established and again later when they were transitioning from 2-year to 4-year campuses, the University Curriculum Committee allowed UWB and UWT to submit memos that requested a course (or courses) that was a 'clone' of an existing Seattle course. This was meant solely as a means of getting courses quickly approved; the 'cloning' process was not intended to carry any further meaning. However, this has raised a number of questions that must now be addressed. The following policy is submitted by the University Curriculum Committee to the Faculty Council of Academic Standards as a means of addressing those questions.

- Henceforth, "cloning" will not be allowed except for programs with shared accreditation, as those programs already have a process in place for managing approvals/changes/etc.

- All other new courses will need to submit a complete new-course or course-change application. (Note: the Curriculum Committee will accept a copy of an existing equivalent course's syllabus.)

- The new-course and course-change applications will be modified to include a space to indicate equivalency in the "other departments affected" section.

- Those courses considered equivalent by both offering units must be considered equivalent by all university units.

- Equivalent courses are considered the same course for determining a student's ability to repeat a course, as well as GPA calculation, etc.

- Equivalent courses must have the same title and description. (Slight differences in the description can be approved on an ad hoc basis by the Curriculum Committee.) It is strongly encouraged that equivalent courses have the same course number.

- If an existing equivalent course undergoes a course change, all courses which are equivalent to it must undergo the same change (except for prefix/number changes) in order to maintain equivalency. If not, equivalency is terminated and the unchanged course retains the number/title.

- Existing "clones" will undergo an equivalency analysis. Lack of agreement on equivalency will be adjudicated by the Curriculum Committee.

- Statements about equivalency will be added to the catalog as appropriate. Equivalent prerequisites will not be listed in the course description, but will be coded in the SDB prerequisite checking system.

- Some existing "clones" may need special handling to resolve issues. For example, B EE courses will have "cannot be used to meet Seattle EE degree requirements" added to their descriptions.

Adopted by the Faculty Council on Academic Standards on April 29, 2011.