

New Course Approval

Background & Rationale: An outcome of the 2017-2018 SACSCOC reaccreditation review was the directive that schools provide an explicit statement that justification of credit is required for all course approvals. Although the Jepson School already has a practice of both including statements of justification of credit on all syllabi and reviewing justification of credit as the faculty evaluate new course proposals, processes were made more explicit by including language in its “New Course Proposal Submission Guidelines” form, and by approving the modification of the *Faculty Handbook*, Section VIII.H. (Jepson School of Leadership Studies Academic Approvals).

Policy:

- ❖ A new course proposal, including proposed credit along with a summary of approximate time students are expected to devote to course activities, is presented to the Academic Affairs Committee for approval.
- ❖ If approved by the Academic Affairs Committee, the proposal goes to the entire faculty for approval.
- ❖ If approved by the faculty, the course becomes part of the curriculum of the school.

Modification approved by the Jepson Faculty, February 21, 2018