

SPECIAL REPORT
of the
ACADEMIC MATTERS COUNCIL
concerning
**REVISIONS TO THE
COURSE REPEAT SUBSTITUTIONS POLICY**

Presented at the
694th Regular Meeting of the Faculty Senate
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Background

The issue of Course Repeat Substitutions was brought before the Undergraduate Deans Council for discussion by the Registrar's Office. At the current time, the Registrar's Office has an identified list of courses that have been allowed as course repeat substitutions over the years. The current policy in place needs to be revised to reflect the understanding and usage of course repeat substitutions across campus.

AMC Observations

The current University policy governing Course Repeat Substitutions states:

A student's undergraduate dean may approve the replacement of an original course with a different course, as long as the course fulfills the same academic requirement as the first course and the replacement is appropriate because the student has significantly changed his or her course of study.

Questions that have arisen include who ultimately determines appropriate course substitutions, i.e., Academic Deans, Department Heads/Chairs, the Registrar's Office; is it realistic to have a pre-approved check list of allowable courses or is it more practical to have a guiding list of courses allowing for additional courses to be used when warranted; should the policy be restricted only to students who significantly change their course of study (as is written in the current policy); and to what extent should the policy provide flexibility among various majors and their requirements across campus while still maintaining some level of consistency in application of this policy across campus?

AMC Recommendations

The Academic Matters Council proposes the following changes to the policy (changes in **bold**):

A student's undergraduate dean may **recommend** the replacement of an original course with a different course, as long as the course **content is substantially similar to the original course**. **The request is then submitted to the Registrar's Office for a final decision.**

MOVED: That the Faculty Senate approve the Revisions to the Course Repeat
38-10 Substitutions Policy, as presented in Sen. Doc. No. 10-031.