



TERM REVIEW	COLL	DEPT	SUBJECT	NUMBER	COURSE TITLE	LAST TERM TAUGHT	DISCONTINUE NOW? YES/NO	IF 'NO', WILL THE COURSE BE TAUGHT WITHIN 3 YEARS? YES/NO	A 'NO' IN THE PRECEDING COLUMN ASSUMES DISCONTINUATION UNLESS A RATIONALE IS PROVIDED
202208	AL	ARCH	ARC	4134	Color Material Space	201608	No Resp		
202208	AL	HIST	HIS	4435	Religion in the Atlantic World	201608	Yes		
202208	AL	JUDS	REL	3213	Old Testament	201608	No Resp		
202208	AL	MUS	MUN	2820	Brazilian Percussion Ensemble	201608	No Resp		
202208	AL	MUS	MUS	2101	Gateway to Musical Perception	201608	No Resp		
202208	ED	COMD	SPA	4030	Hearing/Hearing Problems	201608	yes		
202208	ED	EDL	LDR	4276	Media Literacy and Leadership	201608	no resp		
202208	ED	CAI	EEC	4322	Eff Pract Early Chlhd Env Ed	201608	Yes		
202208	EG	CECS	CAP	4034	Computer Animation	201601	No Resp		
202208	EG	CECS	EEL	3012	Electrical Engineerng Practice	201608	No Resp		
202208	HC	HCHU	PHM	1002	Honors Human Nature	201601	Yes		
202208	SC	PSY	SYP	4002	Current Issues in Social Psych	201601	Yes		
202108	AL	ENGL	ENC	2248	Writing for Tech Professions	201501	Yes		
202108	ED	EXED	EEX	4762	Tech and Exceptnl Students	000000	Yes		
202008	AL	COMM	COM	3342	Communications & US Cultural	201201	Yes		
202008	AL	THE	DAE	4300	Teaching Dance K-12	000000	Yes		

## **Annual Course Review Process**

**(Approved by Faculty Senate February 24, 2020)**

Pursuant to Florida Statute 1007.24, section 8, the Registrar's Office will initiate the annual review of courses that have not been taught in the preceding five years. These courses will be submitted during the first week of September to the department chairs/school directors for review with their faculty. The Florida Statewide Course Numbering System (SCNS) Handbook stipulates that "Courses that have not been taught for five years and are not anticipated to be offered must be discontinued from the institution's course catalog and from the SCNS". Each department/school will review the roster of classes and will recommend for discontinuation those courses that have not been taught in five years and are not anticipated to be taught within the next three years. The deadline for the department/school review and response to the Registrar's Office is December 1<sup>st</sup>. Failure of the department/school to respond by December 1, will result in the department/school's roster of classes to be moved forward for discontinuation.

The Registrar's Office will compile the information and will present the list of courses to be discontinued to the University Undergraduate Programs Committee and University Graduate Program Committee, as appropriate, in early January. The process for course review will follow through to the full Faculty Senate.

The Registrar's Office will track those courses that have been identified by the department/school as anticipated to be taught within three years. These courses will be identified in subsequent Annual Course Review reports. Courses that have not been taught in five years and the subsequent three years will be identified for discontinuation. The department/school will be able to provide justification for the retention of said courses. The justifications will be reviewed by the appropriate university-wide curriculum committee. If approved for continuation, the courses will be subject to discontinuation within the next three years if not taught.

**Departments that wish to reactivate a discontinued course must submit the course through the standard faculty review process.**

- If approved and the course has no changes (such as title, course description, prerequisites, corequisites, credit hours, etc.), the Registrar's Office will submit for reactivation with the SCNS. Upon the SCNS's reactivation (approximately two weeks from notification), the Registrar's Office will reactivate the course and will inform the department chair/school director.
- If a course is being reactivated and has changes (such as title, course description, prerequisites, corequisites, credit hours, etc.), the Registrar's Office will submit to the SCNS. The SCNS review will be dependent upon the significance of the changes. A significant change could result in a new course Subject and Number. Upon the SCNS approval, the Registrar's Office will reactivate the course and will inform the department chair/school director.