

NUMBER: ACAF 2.03a
SECTION: Academic Affairs
SUBJECT: Creation and Revision of Academic Courses
DATE: August 14, 2009
Policy for: All Campuses
Procedure for: USC Upstate
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Issued by: Academic Affairs

I. Policy

<http://www.sc.edu/policies/ppm/acaf203.pdf>

II. Procedure

Procedures have been developed regarding the creation, revision or elimination of a course as well as oversight of courses. See Section III below. Required forms are available online at <https://www.uscupstate.edu/faculty-staff/faculty-governance/committees/academic-affairs/instructions-for-proposing-curricular-changes/> under the Academic Affairs Committee.

III. Appendices

Undergraduate:

- Appendix 1: Change in Curriculum or Program to Include Minors
- Appendix 2: Change in a Program to Offer a Minor
- Appendix 3: Change in Catalog Course Listing
- Appendix 4: Change in Catalog
- Appendix 5: Change in Curriculum or Program
- Appendix 6: New Course Request
- Appendix 7: New Course Request for One-Time-Only
- Appendix 8: Request for New Degree Program

Graduate:

- Appendix 9: New Graduate Course Request
- Appendix 10: Change in Graduate Curriculum or Program
- Appendix 11: Change in Graduate Catalog
- Appendix 12: Change in Graduate Catalog Course Listing
- Appendix 13: Request for New Graduate Degree Program

IV. Related Policies

See also:

ACAF 2.00 Creation and Revision of Academic Programs

ACAF 2.04 Dual Enrollment Courses