Date: April 24, 2013

To: Discipline-Specific Curricula Committees
           Campus Curricula Committee
           Faculty Senate
           Academic Department Chairs

Cc: W. Kent Wray
           Jeff Cawlfield
           Larry Gragg
           Phil Whitefield
           Henry Wiebe

From: Kelvin Erickson
           Daniel Tauritz

RE: Course Renumbering Initiative

A proposal to revise the course numbering system at Missouri S&T was initiated by the Department Chairs Council (DCC) during the spring semester of 2009. The engineering departments noted several problems inherent in the current numbering system specifically related to graduate courses. The problems are:

- Departments running out of available 3XX and 4XX numbers for graduate courses
- Working graduate students having difficulty obtaining tuition reimbursement from their companies for 3XX numbered graduate courses
- Other institutions not recognizing 3XX courses as being graduate level for transfer purposes
- Incompatibility with more commonly used numbering systems used by other institutions
- Confusion over dual enrollment or undergraduate and graduate courses taught simultaneously

The DCC charged a subcommittee to develop a recommendation to address the problems caused by the current numbering system. The charge also included engaging the Registrar in the work of the subcommittee and to ensure that the Registrar would support any recommended changes. The committee was composed of Bill Daughton, Kelvin Erickson, and Bob Laudon.

Originally, the plan was to implement the new numbering scheme starting in Fall 2011, after the conversion to PeopleSoft 9.0. Unfortunately, the PeopleSoft upgrade was not completed until November, 2012. The Provost recently formed the ad-hoc Campus Course Renumbering Committee to coordinate the course renumbering effort and has an aggressive plan to have the new numbering scheme in effect for the

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Fall 2014 semester, meaning that the numbering scheme and the common numbers need to be approved by the June 2013 Faculty Senate meeting.

The proposed numbering scheme is described in the accompanying document. An accompanying Frequently Asked Questions is currently under development.

We realize that the timetable is very aggressive. However, the initiative has been informally discussed over the last few years – this is not a recent initiative. In order to make the June 2013 Faculty Senate meeting, we request that the Discipline Specific Curricula Committees and the Campus Curricula Committee expedite their review of the proposed numbering system revision.

Note that in order to allow time for the Registrar to complete the PeopleSoft changes required to implement the new course numbers for the Fall 2014 semester, there will be a freeze on CC form changes from May to December 2013. Therefore, any CC forms for changes effective with the Spring 2014 semester must be submitted by departments to the Registrar's Office by April 30, 2013. Other curricula forms will not be impacted.

For your information, the members of the Campus Course Renumbering Committee are:
Kelvin Erickson, chair
Daniel Tauritz
Venkat Allada
Bob Aronstam
Michael Bruening
Deanne Jackson
Keng Siau
Jennifer Thorpe

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