Curriculum Council Policies

Summary Liaison Policy (approved 2/19/2020)

To find the full policy go to: Academic Policies and Procedures (search for Liaison)
- The Expedited Proposal Policy lists proposal exceptions.
- Minimum of three Academic Liaisons is required for all proposals.
- Administrative units do not count toward the minimum requirements.

For new and change program proposals:
- Academic Units with programs similar or related to the program referenced in the proposal must be included as liaisons.
- With the exception of Bacc Core courses, Academic Units that offer courses included in the program must be included as liaisons. This includes courses that are required for the program, meet an elective requirement, or are prerequisites for courses in the program.
- A minimum of two Academic Liaisons must be from outside the college associated with the Originating Academic Unit; the remaining liaisons may be from within the college but must be outside the Originating Academic Unit. If the Originating Academic Unit is the college then all three liaisons must be from outside the college.

For new course proposals:
- Academic Units with a programmatic level of expertise related to the subject matter in the course proposal should be included as liaisons.
- A minimum of one Academic Liaison must be from outside the college associated with the Originating Academic Unit; the remaining liaisons can be from within the college but must be outside the Originating Academic Unit. If the Originating Academic Unit is the college then the remaining liaisons may come from within the college.

Note specific requirements for Ecampus to approve syllabus for online course**: Ecampus— OSU Policy on Electronic Delivery of Instruction**

Electronically delivered instruction must be comparable in quality and content to the corresponding campus instruction. In order to ensure this objective, course and program proposals submitted for curriculum approval should demonstrate:
- Essential student services and course-related materials (books, journals, computer facilities, laboratories, and other resource material) are accessible at all receiving sites;
- Instruction will provide appropriate amounts and types of interaction between students and instructors;
- Appropriate methods will be used to assess students' achievement of the learning objectives;
- Fair and appropriate staffing policies have been adopted by the delivering unit as it relates to electronically delivered instruction;
- Instruction is making appropriate use of currently available technologies;
- Units proposing the electronically delivered instruction will describe a process for how and when the proposed courses and/or programs will be evaluated.
- Electronically delivered courses and distance courses must be so identified within the OSU information database but will not be distinguished from normally delivered course work on a student's transcript.

  Additional Policy documents:
  - Category I Possible Review Questions
    - Online
    - Word
  - Syllabus – Minimum Requirements

- [Academic Regulations](#)
- [Model Category I Proposal](#)
- [Policy Related to Minors](#)
- [Submitting Curriculum Proposals](#)
- [The Difference Between Double Majors and Double Degrees](#)

For all policies, see:
[Academic Policies and Procedures](#)
[Academic Regulations](#)