

Current version of policy

Expiration of Courses Not Taught Within Three Years

Authorization for permanent courses that are not taught at least once in three consecutive academic years will expire. This policy does not apply to blanket numbered courses and special topics courses. Departments will be informed of the course to be dropped, and they may extend the expiration date if there is a plausible reason, by requesting an extension on the form sent by The Office of Academic Programs and Assessment (APA).

Any course expired because it has not been taught at least once in three consecutive years will be reinstated automatically upon request to APAA, if no more than three years have passed since the authorization expired. Any course that has not been taught for six consecutive years will require a New Course Proposal to reinstate it.

Approval & Revisions: Faculty Senate 10/05/89; Curriculum Council 10/19/95

Additional Information: [Curriculum Council minutes #95-6.03](#); Courses Not Taught - current year documents

Revised version. Policy was completely rewritten and edits reflect input from APA and the Registrar's Office.

Courses Not Taught in Three Academic Years

~~In 1989, the Faculty Senate adopted a "Courses Not Taught in Three Academic Years" policy. The policy had, as its rationale, improvement in the accuracy of the OSU Catalog's depiction of available curricula for students. The policy specifies that courses which had not been taught within a three academic year period would be dropped from the OSU Catalog.~~

~~Once a year, the Office of Academic Programs and Assessments generates a report listing all of the courses that have had no student enrollment during the past three academic years are removed from the institution's course inventory. Academic years run from Summer through Spring (e.g. AY 2015-2016, AY 2016-2017, AY 2017-2018). For example, in the Summer of 2018, the report would list all of the courses not taught during AY 2015-16, AY 2016-17, and AY 2017-18. This policy does not apply to blanket-numbered courses (X01-X10), special topics courses (X99), and to experimental "X" courses. For example, in the Summer of 2018, the report would list all of the courses not taught during AY 2015-16, AY 2016-17, and AY 2017-18.~~

Academic units responsible for a given course designator are informed of the course(s) not taught in three years that will be dropped. If the academic unit wishes to retain one or more of the courses on the drop list, ~~the Office of Academic Programs and Assessment must be informed of this decision, along with a reasonable rationale for the a one-year extension must be submitted and approved by the Office of Academic Programs and Assessment. Up to three extensions are allowable. Any course that has not been taught for six consecutive years will require a New Course proposal to reinstate it.~~

~~Any course that was previously dropped because it had not been taught at least once in the previous three years can be reinstated by way of a Change Course proposal. Any course that has not been taught for six consecutive years will require a New Course proposal to reinstate it.~~

~~Questions regarding the Courses Not Taught in Three Years Policy should be directed to the Curriculum Coordinator in the Office of Academic Programs and Assessment.~~

Approval and Revisions: Faculty Senate 5/10/89; Curriculum Council: 10/19/95; Office of Academic Programs and Assessment: Rev. 2/27/18

Additional Information: [Curriculum Council minutes #95-6.03](#)