

New Course - Sought Occurrence

Sought concurrence from the following Fiscal Units or College

If the content of your course includes, in substantive ways, topics and interests related to those in other units you will need to pursue Concurrence from those units. This often takes the form of either a letter from the Dean, Department Chair or Director of the outside unit(s).

Append to the course form as an attachment letters of support or concern, or a Departmental Course Review Concurrence Form (http://oaa.osu.edu/assets/files/documents/Ohio_State_Course_Review_Concurrence_Form.pdf (http://oaa.osu.edu/assets/files/documents/Ohio_State_Course_Review_Concurrence_Form.pdf) for each unit.

Of particular note are course requests which include: computing, computer programming, statistics, leadership development, and the environment. Additional information is available in the **Academic Organization and Curriculum Handbook** (<http://oaa.osu.edu/academicorganizationcurriculumhandbook.html> (<http://oaa.osu.edu/academicorganizationcurriculumhandbook.html>)).

Course Requests Which Include Principles of Computing and Computer Programming

Any department or college proposing a new course that includes principles of computing and programming elements will be required to consult with the Department of Computer Science and Engineering to see if CSE (Department of Computer Science) has a course that will serve the purpose or can develop such a course. Such courses will be approved only if it can be demonstrated that CSE (Department of Computer Science) has been fully consulted and that CSE (Department of Computer Science) (Department of Computer Science) cannot provide a suitable course.

Normally such courses outside of CSE (Department of Computer Science Engineering), if approved, will be approved for a three-year period. After that time they will be re-evaluated to see if CSE (Department of Computer Science Engineering) has developed an adequate substitute course. If CSE (Department of Computer Science Engineering) has developed an adequate substitute by that time, then the original course will be canceled. If not, then the original course will become a permanent course.

Approved by the Council on Academic Affairs, 04/04/84

Course Requests Which Include Statistics

Any department or college proposing a new course that includes statistics and statistical methodology will be required to consult with the Department of Statistics to see if Statistics has a course that will serve the purpose or can develop such a course. Such courses will be approved only if it can be demonstrated that Statistics has been fully consulted and that Statistics cannot provide a suitable course.

Normally such courses outside of Statistics, if approved, will be approved for a three-year period. After that time they will be reevaluated to see if Statistics has developed an adequate substitute. If Statistics has developed an adequate substitute by that time, then the original course will be canceled. If not, then the original course will become a permanent course.

Course Requests Which Include Leadership Development

Consult with the Office of Academic Affairs on any courses that include leadership and leadership development before submitting the course request electronically.

Courses Which Include the Environment

Any department or college proposing a new course that includes the environment will be required to consult with the following colleges:

- Biological Sciences
- Business
- Engineering
- Food, Agricultural, and Environmental Sciences
- Law
- Mathematical and Physical Sciences

- Public Health
- Social and Behavioral Sciences

Such courses will only be approved if it can be demonstrated that these units have been fully consulted.

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