

Master Course Inventory (MCI) Policy

Rationale:

In April 2002, the University Faculty Council passed a revised policy for reforming the Master Course Inventory to make it more useful and also guarantee comparability and hence transferability of all identically numbered courses across the system (Circular U9-2002). Part of this policy outlines procedures and timelines for developing model frameworks for courses currently offered on multiple campuses. Another section deals with procedures for campuses to begin offering courses currently taught on other campuses. This later process is often called "bringing courses from the Master Course List."

Policy for bringing a course from the Master Course Inventory

A faculty member planning to teach a course from the Master Course Inventory which has not been taught on this campus previously should discuss with appropriate division members what the course should include and how that course will fit into the division curriculum. If a "model framework" has been developed for the course in question a copy should be obtained and compared to the content planned for the new course. If a "model framework" has not yet been developed the faculty member should contact all IU campuses that are currently teaching the course in question, obtain a syllabus for the course and examine those elements that would be included in a "model framework". It may be necessary to request the assistance of the Vice Chancellor for Academic Affairs' office in this. The faculty member would then develop a syllabus for the course as it would be taught at IU East. The division chair should certify that the course being proposed is supported by the division and comparable to the course as taught on other campuses. The division chair will forward this information to the Curriculum Committee for review and comment and the Curriculum Committee will then report this to senate as an information item. Curriculum Committee will provide a form (attached) to lead the faculty member through these steps in detail.

The completed form and attached syllabus will then be circulated to the other campuses currently teaching the course for remonstrance. This process should be completed prior to placing the course on the schedule or in the bulletin.

Note: The model framework as defined by UFC includes "a brief but informative description of the content of the course, the nature of the prerequisite qualifications for enrollment, the anticipated learning outcomes and any other agreed upon features essential to the course, basic data such as course number, title, credit hours, specific course prerequisites and a listing of IU campuses on which the course is offered." Model frameworks will be linked to the MCI web listing of courses.

Passed by IUE Faculty Senate November 6, 2001