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2 **San José State University**
3 **Academic Senate**
4 **Curriculum and Research Committee**
5 **May 8, 2023**
6 **Final Reading**
7

AS 1852

8 **Policy Recommendation**
9 **Guidelines For Experimental Courses: 96/196/296/596,**
10 **Also Amendment A to University Policy S67-2 Guidelines for**
11 **Individual Studies (180) and Special Studies (196)**
12

13 **Whereas:** Current experimental course policies were implemented more than five
14 decades ago with outdated terminology; and

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16 **Whereas:** It is more streamlined to combine the graduate-level experimental course
17 policy ([F67-11](#)) with the undergraduate experimental course policy ([F68-24](#)) into one
18 single policy; and

19
20 **Whereas:** Course number 196 is mentioned in two policies ([S67-2](#) and [F68-24](#)) with
21 duplication; and

22
23 **Whereas:** Course number 596 has been used for experimental courses in doctoral
24 programs; be it therefore

25
26 **Resolved:** That [F67-11](#) and [F68-24](#) be rescinded, [S67-2](#) be modified to eliminate all
27 references to 196 courses, and the following become university policy.

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29 Approved: May 1, 2023
30 Vote: 11-0-0
31 Present: Richard MocarSKI, Thalia Anagnos, Marc d'Alarcao, Megan
32 Chang, Collin Onita, Ellen Middaugh, Hiu Yung Wong,
33 Vishnu Pendyala, Stefan Frazier, Scott Shaffer, Marie
34 Haverfield
35 Absent: Safiullah Saif
36 Workload Impact: None

37 Financial Impact: None
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UNIVERSITY POLICY

Guidelines For Experimental Courses: 96/196/296/596

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1. Course numbers 96, 196, 296, and 596 are reserved for experimental courses. Departments that wish to experiment with new subject matter, to meet needs of the community, etc., will use these numbers.
 2. An experimental course must go through the established curriculum review process before being included in the schedule of classes. Request for approval will include all pertinent data about the course – a description of the content (a syllabus), the number of units, the reason for offering it, etc. Subsequent approval for the same course must be secured through the curriculum review process.
 3. An experimental course offered more than once must be evaluated during the second offering by the departmental curriculum committee for possible inclusion in the regular departmental curriculum, after which standard procedures for the approval of new courses is to be followed. An experimental course may be offered a maximum of three times.
 4. Departments may not offer experimental courses that previously have been rejected in the curriculum approval process, or that cover subject matter which impinge on or duplicate the offerings of other departments.

67 **The following shows the old policy for convenience. Major modifications are**
68 **highlighted.**

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70 **F67-11 GRADUATE EXPERIMENTAL COURSES; INDIVIDUAL STUDY (To be**
71 **rescinded, Not used in the new policy)**

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74 Legislative History:

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76 Document dated December 4, 1967.

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78 At its meeting of November 13, 1967, the Academic Council adopted the following
79 Policy Recommendation presented by the Honors Program Committee:

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81 ACTION BY COLLEGE PRESIDENT:

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83 "Approved." Signed: Robert D. Clark, December 8, 1967.

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85 HONORS PROGRAM COMMITTEE REGARDING COURSE # 296 F 67-11

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87 RESOLVED: That course #296 (comparable to #196 on the undergraduate level) be
88 used for graduate courses that are experimental in nature or that are known as
89 "special topics" courses that vary from semester to semester or professor to professor.
90 That course #298 should continue to be used for individual study or research just as it
91 is now.

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93 **F68-24 GUIDELINES FOR EXPERIMENTAL UNDERGRADUATE COURSES:**
94 **96/196 (To be rescinded)**

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97 Legislative History:

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99 Document dated December 24, 1968.

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101 At its meeting of December 16, 1968, the Academic Council approved the following
102 proposed revisions for Experimental Undergraduate Courses, presented by Chairman
103 Gustafson of the Curriculum and Instruction Committee.

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105 ACTION BY COLLEGE PRESIDENT:

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107 "Approved." Signed: Robert D. Clark, January 10, 1969.

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111 GUIDELINES FOR 96/196: EXPERIMENTAL UNDERGRADUATE COURSES F 68-
112 24

113 1. **96 and 196** are the numbers reserved for experimental courses. Departments
114 which wish to experiment with new subject-matter, to meet demands voiced by the
115 community, etc., will use these numbers.

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117 2. Initial approval to offer a 96 or 196 course must be secured from the **Academic**
118 **Vice-President's office** before it appears in the Schedule of Classes. Request for
119 approval will include all pertinent data about the course--a description of the content (a
120 "green sheet," if possible), the number of units, the reason for offering it, etc.
121 Subsequent approval for the same course must be secured from the Undergraduate
122 Studies Committee.

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124 3. A 96 or 196 course may be offered for a maximum of three consecutive
125 semesters. A course offered more than once must be evaluated during the second
126 semester by the departmental curriculum committee for possible inclusion in the
127 regular departmental curriculum, after which standard procedures for the approval of
128 new courses is to be followed.

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130 ~~4. No department may ordinarily offer more than two courses under the 96 and~~
131 ~~196 numbers in any one semester.~~

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133 5. Departments may not offer under the 96 or 196 number courses which have
134 been disapproved by College Curriculum Committees, nor subject-matter which
135 impinges on or duplicates the offerings of other departments.

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137 **S67-2 GUIDELINES FOR INDIVIDUAL STUDIES (180) ~~AND SPECIAL STUDIES~~**
138 **(196)**

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141 Legislative History:

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143 Document dated March 20, 1967.

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145 At its meeting of February 27, 1967, the Academic Council accepted the following
146 guidelines as presented by the Curriculum and Instruction Committee

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148 ACTION BY COLLEGE PRESIDENT:

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150 "Approved." Signed: Robert D. Clark, March 22, 1967.

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154 GUIDELINES FOR 180 (INDIVIDUAL STUDIES) ~~AND 196 (SPECIAL STUDIES)~~ S
155 67-2

156 Guidelines for 180: Individual Studies

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158 Under the 180 number a single student pursues independent work under the
159 supervision of a faculty member. No formal course may be offered under this number.

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161 Credit for 180 will range from 1 to 4 units. Only 4 units total may be counted toward a
162 student's graduation. Only under extraordinary circumstances will more than 4 units be
163 counted, and this by petition.

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165 180 should be restricted to students who either major or minor in the department or
166 school in which it is taken. Under unusual circumstances, however, such as the
167 necessity to complete a single unit of general education in order to graduate, general
168 students may be accommodated.

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170 It is a departmental responsibility to maintain an adequate record of individual study
171 projects and credits.

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174 ~~Guidelines for 196: Special Studies—Title~~

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176 ~~196 is the number reserved for experimental courses. Departments which wish to~~
177 ~~experiment with new subject matter, to meet demands voiced by the community, etc.~~
178 ~~will use this number.~~

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180 ~~Initial approval to offer a 196 course must be secured from the Academic Vice-~~
181 ~~President's office before it appears in the Schedule of Classes. Request for approval~~
182 ~~will include all pertinent data about the course—a description of the content (a "green~~
183 ~~sheet," if possible), the number of units, the reason for offering it, etc. Subsequent~~
184 ~~approval for same course must be secured from the College Curriculum Committee.~~

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186 ~~No department may ordinarily offer more than two courses under the 196 number in~~
187 ~~any one semester.~~

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189 ~~No student will be permitted to count more than two 196 courses towards his major.~~

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191 ~~Departments may not offer under the 196 number courses which have been~~
192 ~~disapproved by College Curriculum Committees, nor subject matter which impinges~~
193 ~~on or duplicates the offerings of other departments.~~