

# MICHIGAN STATE UNIVERSITY

January 17, 2006

To: Assistant/Associate Deans

Fr: Linda O. Stanford, Assistant Provost for Academic Services  
and University Registrar

Re: Courses Offered at the Same Time

The Office of the Registrar will be sending a list to each college of courses scheduled for Fall 2006, which meet at the same time, with the same instructor, in the same room, and the same course content. The number of courses scheduled this way is small, but this practice is contrary to the Course Numbers policy, which the University Committee on Curriculum considers when courses and programs are reviewed,  
<http://www.reg.msu.edu/read/UCC/Updated/coursenumbers.pdf>

At a Fall 2005 Assistant/Associate Undergraduate Deans meeting, this topic was discussed, demonstrating that this practice:

- eviscerates the value of having different course levels to inform students about the complexity of the subject matter;
- weakens the role of course levels in a degree program;
- allows students to enroll and receive credit in two courses that have the same content by completing one course in one semester and the next course in another semester; and
- may inaccurately reflect instructor effort.



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I was advised that there may or may not be important academic reasons for this practice. These Assistant/Associate Deans indicated they would be willing to review their lists and to ask units to explain or to change their scheduling requests.

They asked to receive this information before the schedules are placed on the web. The fall schedule is placed on the web by December 1<sup>st</sup> each year, although it is not until room scheduling is complete in mid-January that the courses offered at the same time are noticed.

Therefore, the information will be sent in January for fall and in February for spring. Karen Tindall, Assistant Registrar, will send the request to the Assistant/Associate Dean who is responsible for course scheduling. If you do not have any courses scheduled at the same time, she will inform you, too.

Thank you for your assistance.

C: Speas, Tindall, Klomprens, Youatt, Wilcox