Common Course Numbering Process
Reviewed at ACCFSC February 24, 2012

Common Course Numbering Process

The purpose of the following process of Common Course Numbering is to ensure smooth transfer of courses across the UH campuses in the best interest of the students.

Our goal as a UH System is that all lower division courses which are articulated within the UH System and meet the Foundation/Basic General Education requirement have the same course alpha, number, title, basic description, prerequisites, and common core course level outcomes (also known as Student Learning Outcomes).

In situations where 3 or fewer campuses differ with regard to course alpha; number; title; prerequisites; or Foundation GE designation, faculty representatives will work with their respective VCAA to review and make changes as appropriate.

When substantive differences occur, faculty representatives will meet at a face-to-face discipline meeting, which will be arranged by the Office of the Executive for Academic Affairs. The discipline groups will agree upon a solution, which will be administratively fast tracked via the individual campus curriculum process.

Decisions made by the individual campuses will be honored by the administration.

The curriculum committee(s) and the VCAA at each campus are responsible to ensure that a process is in place to prevent future differences for lower division UH Foundation courses.

April 20, 2012 ACCFSC Minutes: (http://www.hawaii.edu/accfsc/minutes/accfsc_min_20120420.doc)

Motion approved by majority present. UH Hilo Chair Jim Beets submitted a vote in opposition of approval via e-mail, and Hawai‘i CC was not present.