

COORDINATORS

MAY 11, 2018

9AM

August 3rd

Orientation schedules

Graduate shell courses

TEA Audit – Nancy

Curriculum for Fall (new system)

January 16 = FAR online

TCCNS – Look at schools who have worked on prefixes (100 – 200) May 24, 2019

August 23<sup>rd</sup> – Fall Retreat

### Texas Common Course Numbering System (TCCNS)

Legislative rule is expected to require all Texas schools to adopt course numbering according to TCCNS Standards.

In anticipation of this ruling and the desire to control rollout timing to a manageable schedule, SFA plans to move forward with this change.

Adjustments will begin in the fall term 2018 with an expected completion for the fall term 2020.

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### Items of Note

- Programs and Course of Study have to be updated based on the common numbering system.
- Course renaming may apply to certain courses
  - All TCCNS courses are identified by a four character course prefix representing the course type or academic discipline, followed by a four digit course number
  - The first digit of the course number denotes the academic level of the course
  - The second digit represents the credit value of the course in semester hours
  - The third and fourth digits establish course sequencing and/or distinguish the course from others of the same level, credit value, and prefix.
- Each College needs to determine how a number maps to a course.
- Requirements and pre-requisites may also require adjustment.

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### Providing Data

- TCCNS information will be provided to each College for relevant content mapping.
- An inventory of SFA courses per College and major will be provided including:
  - An inventory of SFA courses that require number matching identification.
  - An inventory of SFA core courses that are already mapped to TCCNS numbers and the direct match will be listed with the matching numbering information.

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### College Delivery Timeline

#### May 2019

The deadline to complete all approval processes in time to meet Board of Regents and THECB approvals is **May 24, 2019**.

Planning for course mappings is encouraged to begin as soon as possible.

Fall 2018 the Digarc curriculum software is available for training and change entry. Once available, changes are welcome at any time prior to the set deadlines.

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### Administrative Implementation

- Data and Course mapping delivery to Colleges – Summer 2018
- Information Website creation– Summer 2018
- Presentations to all Academic areas scheduled by invitation
  - Fall 2018 through Spring 2019 (scheduled through pmo@sfasu.edu)
- Software training & best practices suggestions for course & program submissions – Fall 2018 (PMO coordination)
- Support for course and program changes / software on request.
  - Fall 2018 through Spring 2019 (Registrar's office)
- CAPP adjust degree evaluations to accommodate the new course numbers, adjusting prerequisites, and all courses with the new course numbers.
  - After each approved course & program adjustments (Registrar's office)
- Publish new catalog (bulletin) using the Digarc software with newly mapped Common course numbers. – Feb. 2020

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### Concerns

- Every course requires an alteration– core courses are the only courses relationally mapped to TCCNS.
- Mapping for every course on campus must be completed before any data entry is completed. This would have to be College/Department level mapping and determination.
- May require more than simply a number change. Titles in many of our courses do not match the TCCNS mapping.
- Some Colleges have challenges with the current grouping of numbers and therefore may experience challenges determining the TCCNS mapped equivalent.
- CAPP has to be manually updated to match these adjustments requiring a heavy workload on the Registrar's office.

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**Positives**

- Allow for clearer transfer processing and planning for our transfer students.
- Setting our own deadlines before legislation occurs allows us to set reasonable timelines.
- The new Digarc curriculum and catalog software will create a significantly smoother process for course and program management.

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