# Status Update: Implementation of the Course Sunset Policy

## D 01/27/2025

Last year, the Academic Senate introduced the **Course Sunset Policy** to streamline and maintain an active course catalog. The policy is straightforward: if a course hasn’t been offered in three years, it gets flagged for review.

With the support of Institutional Research, the Curriculum Office identified **400 courses** that have remained inactive since the 2021–22 academic year.

## Steps Taken So Far

1. **Initial Outreach:**Department chairs and deans were politely asked to determine the future of these courses by choosing one of two options:
	* **Keep It Alive:** Submit a concrete plan to offer the course within the next three years.
	* **Let It Go:** Submit a deletion request in eLumen to permanently remove the course from the catalog.
2. **Extended Deadlines:**While the original deadline for responses was set for **November 25, 2024**, it was extended to the end of Fall 2024 to provide additional time for thoughtful consideration.
3. **Automatic Removals:**
	* Honor courses and non-credit courses (where parent courses still exist) were removed from the flagged list automatically.
4. **Non-Responsive Courses:**For courses without a response to either option by the extended deadline, they were moved directly to the Curriculum Committee’s deletion list, as outlined in the policy.

## Current Status

* **Responses Received:**
	+ **150 Courses (Approximately):** Departments have made clear decisions—thank you for your cooperation!
* **Special Topics Courses Retained:**
	+ **50 Courses (Approximately):** These were reviewed and voted to remain in the catalog. No further action is required for these.
* **Pending Decisions:**
	+ **200 Courses (Approximately):** These courses are still awaiting departmental decisions and will be addressed during the **February 4th meeting.**

## Action Items for Curriculum Representatives

1. **Engage with Department Chairs:**
	* Kindly reach out to your department chairs and confirm their decisions for the remaining courses.
2. **Prepare for the February 4th Meeting:**
	* Finalized decisions (suspend or delete) must be presented at the meeting. Indecision is not an option.

## Definitions of Suspension and Deletion

* **Course Suspension:** A temporary status where a course is removed from the active catalog but remains eligible for reactivation within a specified timeframe, per institutional policy.
* **Course Deletion:** A permanent action where a course is entirely removed from the catalog and records. Reinstating a deleted course would require full curriculum approval.

Thank you for everyone’s efforts and collaboration in ensuring the Course Sunset Policy is implemented effectively. Everyone’s dedication to maintaining a relevant and responsive curriculum is deeply appreciated. We are working together to bring this process to a successful conclusion!