From: David Barsky  
Sent: Monday, October 15, 2012 10:48 AM  
To: Virginia Mann  
Subject: Draft of new C-Form

Until I can get all of the programming behind the drop-down menus fixed, here is what is intended to be behind each of these. In some cases, I have gone ahead and used the "Title" field to insert some explanatory comments. – David

Drop-down options for item 1:
- COBA
- COEHSS
- CHABSS
- CSM
- FYP
- Other

Drop-down options for item 2:
- Summer
- Fall
- Spring

Drop-down options for item 3:
- Yes
- No

Drop-down options for item 4:
- No
- Yes

Drop-down options for item 5:
- No
- Yes

Drop-down options for item 12; "Title" reads: Most courses use the "Graded +/-" grading basis  
Graded +/-  (Grades are F, D-, D, D+, C-, C, C+, B-, B, B+, A- and A)  
Graded RP  (Grades are F, D-, D, D+, C-, C, C+, B-, B, B+, A- and A; also allows the use of the RP [Report in Progress] grading symbol)  
CR/NC  (Grades are CR [Credit] and NC [No Credit])  
CR/NC w/RP (Grades are CR [Credit] and NC [No Credit]; also allows the use of the RP [Report in Progress] grading symbol)  
PreBacc  (Grades are F, D-, D, D+, C-, C, C+, B-, B, B+, A- and A; used for pre-baccalaureate courses to exclude them from GPA calculations and being counted toward graduation)  
PB/CRNC  (Grades are CR [Credit] and NC [No Credit]; used for pre-baccalaureate courses to exclude them from GPA calculations and being counted toward graduation)
Drop-down options for item 14; “Title” reads: For most courses, the answer will be no.
No
Yes, the course material changes significantly from term to term

Drop-down options for item 15:
No
Yes, Consent of Instructor
Yes, Consent of Department (Chair or designee)
Yes, Other

Drop-down options for item 17:
No; individual sections may still be designated as service-learning sections during the schedule build
Yes; all sections will be automatically be designated as service-learning sections in the on-line schedule

Drop-down options for item 18:
Yes; some sections of this course may need a final exam period.
No; sections of this course will never need a final exam period or room during finals week.

Drop-down options for item 19 (Primary Lecture); “Title” reads: Select [blank] if there is no lecture
[blank]
02: 1 weekly instructional hour and 1 WTU for each credit unit (usual mode)
03: 1 weekly instructional hour and 1 WTU for each credit unit
04: 1 weekly instructional hour and 1 WTU for each credit unit
05: 1 weekly instructional hour and 1 WTU for each credit unit
06: 1 weekly instructional hour and 1 WTU for each credit unit
01: 1 weekly instructional hour and 1 WTU for each credit unit

Drop-down options for item 19 (Second Lecture (for courses with “breakout sections”)); “Title” reads: Select [blank] if there is no second lecture
[blank]
04: 1 weekly instructional hour and 1 WTU for each credit unit (usual mode)
03: 1 weekly instructional hour and 1 WTU for each credit unit
05: 1 weekly instructional hour and 1 WTU for each credit unit
06: 1 weekly instructional hour and 1 WTU for each credit unit
01: 1 weekly instructional hour and 1 WTU for each credit unit
02: 1 weekly instructional hour and 1 WTU for each credit unit

Drop-down options for item 19 (Activity); “Title” reads: Select [blank] if there is no activity
[blank]
07: 2 weekly instructional hours and 1.3 WTUs for each credit unit
08: 2 weekly instructional hours and 1.3 WTUs for each credit unit
09: 2 weekly instructional hours and 1.3 WTUs for each credit unit
10: 2 weekly instructional hours and 1.3 WTUs for each credit unit
11: 2 weekly instructional hours and 1.3 WTUs for each credit unit
12: 2 weekly instructional hours and 1.3 WTUs for each credit unit
13: 2 weekly instructional hours and 1.3 WTUs for each credit unit
14: 2 weekly instructional hours and 1.3 WTUs for each credit unit

Drop-down options for item 19 (Lab); “Title” reads: Select [blank] if there is no lab
[blank]
15: 3 weekly instructional hours and 1.5 WTUs for each credit unit
16: 3 weekly instructional hours and 2 WTUs for each credit unit
17: 3 weekly instructional hours and 2 WTUs for each credit unit

Drop-down options for item 19 (Other (seldom used) instructional modes); “Title” reads: Select [blank] if “other modes” are not used
[blank]
18: Major Intercollegiate Athletics Sports Activities
19: Minor Intercollegiate Athletics Sports Activities
20: Performance/Production
21: Performance/Production Activities
77: Non-workload-generating, non-state-supported
78: Non-traditional instruction, examination or evaluation

Drop-down options for item 19 (Supervision); “Title” reads: Select [blank] if “this is not a supervision course
[blank]
48: 0.25 WTU/student; 45 mins/student/week; usual mode for 1 or 2 units of undergraduate independent study
36: 0.33 WTU/student; 1 hour/student/week; usual mode for 3 or 4 units of undergraduate independent study
25: 0.50 WTU/student; 90 mins/student/week; usual mode for 5+ units of undergraduate independent study, or 1 or 2 units of graduate independent study
24: 0.67 WTU/student; 2 hours/student/week; usual mode for 3 or more units of graduate independent study
23: 1.00 WTU/student; 3 hours/student/week

Drop-down options for item 21:
A complete course syllabus
A detailed course outline including a tentative reading list and assignments (including how the All-University Writing Requirement will be met)
No syllabus or outline as this is an independent study/internship course
No syllabus or outline as this is a generic course

Drop-down options for item 22:
Course typically offered Every Semester
Course typically offered in Fall
Course typically offered in Spring
Course typically offered in Summer
Course typically offered Every Third Semester
Course typically offered Intermittently
Course typically offered Every Term (Fall, Spring, and Summer)
No entry (field in PeopleSoft will be left blank)

Drop-down options for item 23:
- No
- Yes

Drop-down options for item 24:
- No
- Yes

Drop-down options for item 25:
- No
- Yes

Drop-down options for item 28:
- No
- Yes