



## LAMAR UNIVERSITY MANUAL OF ADMINISTRATIVE POLICIES AND PROCEDURES

**SECTION: Academic Affairs**

**MAPP 00.00.00**

**AREA: Academic Courses and Credit**

### Stacked Course Usage

#### I. POLICY

- A. The practice of stacking courses of multiple levels must display adequate rigor per SACSCOC 9.6.

#### II. PURPOSE AND SCOPE

- A. The practice of simultaneously teaching students of varying levels (undergraduate, graduate, and doctoral) in the same classroom setting has raised concerns from SACSCOC regarding how rigor is maintained and documented for all levels. To help address these concerns, this practice will only be approved after being reviewed for appropriate rigor by the Assistant Provost for Accreditation and Assessment.

#### III. DEFINITIONS

- A. **Stacked Courses.** Courses where multiple sections of varying levels are taught simultaneously using the same classroom and instructor.
- B. **Cross listing.** The means by which stacked courses are combined in our Student Information System
- C. **SACSCOC Standard 9.6 Post-baccalaureate rigor and curriculum.** Post-baccalaureate professional degree programs and graduate degree programs are progressively more advanced in academic content than undergraduate programs and are structured (a) to include knowledge of the literature of the discipline and (b) to ensure engagement in research and/or appropriate professional practice and training.

#### IV. POLICY ROLES AND RESPONSIBILITIES

- A. Department Chair
  - 1. Submits approved courses to be taught as stacked courses for scheduling.
  - 2. Ensures stacked courses submitted each have unique syllabi clearly displaying rigor and a difference in content **and course requirements** between levels.
- B. Registrar
  - 1. Reviews stacked course submissions.

2. Forwards requested stacked course combinations to the Assistant Provost for Accreditation and Assessment for review.
- C. Assistant Provost for Accreditation and Assessment
1. Reviews syllabi of requested stacked courses and verifies compliance with SACSCOC Standard 9.6.
  2. When compliance is determined, sends approval to Registrar.
  3. If rigor is inadequately defined/courses are found to be noncompliant, returns course request to Department Chair for revision.

#### V. REVIEW AND RESPONSIBILITY

Responsible Party: Academic Policy Advisory Council

Review Schedule: Every three years on or before the date the policy was last revised and/or approved.

#### VI. APPROVAL

Provost and Vice President for Academic Affairs	Date
President	Date

#### REVISION LOG

This table tracks the creation and revision history of the policy. All MAPP policies must have a complete Revision Log to ensure an accurate history of the policy. The Revision Log is formatted as follows:

Revision Number	Date	Description of Changes
1		Version created.
		Version approved by President.