

THE UNIVERSITY OF NORTH CAROLINA AT ASHEVILLE  
FACULTY SENATE

Senate Document Number 5413S

Date of Senate Approval 03/21/13

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Statement of Faculty Senate Action:

**APC Document 48:**

**Moving to Four (4) Digit Course Numbers**

**Effective Date:** Fall 2014

**1. Delete:** On page 67, the entry for **Numbering of Courses:**

Course numbers are an indication of the level of difficulty of a course. Courses numbered from 100 to 199 are basic or introductory courses. Mostly freshmen will take these courses. Courses numbered from 200 to 299 are intermediate courses. These courses might or might not have specific prerequisites. However, these courses are not usually taken by beginning freshmen. Courses numbered 300 to 499 are advanced courses. These are normally taken in the junior and senior years. Many carry prerequisites. Courses numbered 300 or above require junior standing, except those calling for specific prerequisites. Students may obtain permission from the instructor to deviate from this policy.

**Add:** On page 67, in place of deleted entry:

Course numbers are an indication of the level of difficulty of a course. Courses numbered from 1000 to 1999 are basic or introductory courses. Mostly freshmen will take these courses. Courses numbered from 2000 to 2999 are intermediate courses. These courses might or might not have specific prerequisites. However, these courses are not usually taken by beginning freshmen. Courses numbered 3000 to 4999 are advanced courses. These are normally taken in the junior and senior years. Many carry prerequisites. Courses numbered 3000 or above require junior standing, except those where the course description specifies otherwise. Students may obtain permission from the instructor to deviate from this policy.

**Impact Statement:** Each course listed in the current catalog and any newly approved courses in the future would require a four (4) digit course number. All current courses will have a -0- appended to the end of the current course number. The proposed change impacts every academic department and program offering courses for credit. It will require a significant amount of administrative time for the Office of the Registrar to append a zero to every course in the catalog, update the Banner system, update transfer articulation tables and rebuild the degree audit system. However, there should be minimal impact on academic departments.

**Rationale:** This allows for greater flexibility in available course numbers within departments. Many departments are considering curriculum changes. In most cases, this will necessitate the renumbering of many of their courses. Because course numbers cannot be reused when designating different courses, even if the course is not currently offered, some departments will be in critical need of additional course numbers. Changing to four-digit course numbers will provide the crucial flexibility needed for departments to implement curricular revisions.

Example: Current Course LANG 120 -> LANG 1200  
Current Course HUM 124 -> HUM 1240  
New Course Example -> LANG 2424  
Undergraduate Research 499 -> 4990