



NORTHWEST FLORIDA STATE COLLEGE

Memo

To: Board of Trustees
From: Mel Ponder, President
Date: April 15, 2025
Re: Deletion of Courses

Under § 1007.24, Florida Statutes, and State Board of Education Rule 6A-10.0331, Florida College System institutions are required to regularly review their course catalogs and remove courses that have not been taught for five years. Colleges must notify the Office of the Statewide Course Numbering System (SCNS) of the deletions. Institutions can retain courses not taught in this period if they plan to offer them within the next five years, subject to review. The President must annually certify compliance with these regulations to the Board of Trustees.

Attached for the Board's review is the list of courses not offered in the past five years. For those courses that are being deleted, the College may offer a similar course that better fits student needs. For example, Essentials of Speech, SPC 1006, is being deleted, in part, because it is only one credit hour; however, the College offers Public Speaking, SPC 1608, a 3 credit-hour course focused on helping students improve their oral communication skills. In the enclosed list, nine courses are listed to be retained because there is a plan to offer them within the next five years. Following the Board's approval, the remaining 31 courses would be deleted from the College's Banner system and the SCNS.

RECOMMENDATION:

The Board of Trustees approves the deletion of courses not taught in five years, as presented.