

DRAFT

Cross-listing of courses is appropriate when one or more of the following conditions exist:

1. Between levels (Undergraduate and Graduate) within two course-numbering levels (i.e., a 400 level and a 600 level course).
2. Between conditions of two sections of the same course (i.e., Writing or Capstone)
3. Two or more departments collaborating on the course
4. Different student performance/expertise level (i.e., Music colloquium)

Previously, cross-listing was also initiated for two purposes that are no longer relevant moving forward. First, courses that were electives in certain programs typically would cross-list an off campus section with another section taught face to face. This was often done for financial exigencies. Given recent changes, this is no longer needed. In cases like this, sections should only be taught as off campus (or online).

Additionally, sections were often cross-listed to ease administration in eCampus. In response to the need to manage content across numerous sections, the University will soon be introducing the Qwickly function of eCampus. Qwickly is a new platform for Blackboard Learn (WVU eCampus) that is designed to simplify instructors' workflow by providing easier access to frequently repeated tasks. Rather than clicking through each course to complete the same task, instructors can perform that task from the home screen for all selected courses simultaneously.

Using Qwickly, instructors can:

- Add content directly from Google Drive, Microsoft OneDrive, Dropbox and Box.
- Add content, including documents and web links, to multiple classes.
- Email documents from Google Drive, OneDrive, Dropbox and Box.
- Send email to only certain roles within a course or to multiple courses.
- Choose to post announcements in the future or send announcements to multiple courses.

Finally, cross-listing was often initiated when a section shared a room or an instructor. This is not necessary as conflicts in rooms or instructors can be overridden by Facilities Scheduling.