

Approval Chart for Curriculum Changes

A = Approve I= Information Item¹ R= Advise & Respond²

Course Number _____ or Degree Plan(s) Ed.D. in Organizational Leadership

State the requested change and reason. A memo may be attached if more space is necessary.

The purpose of the requested change is to create a natural pipeline for students in the M.Ed. program (being relaunched this spring through ACU Dallas) to continue into the Ed.D. program upon graduation. A description of this process is included.

Circle the number that corresponds to the requested change. Degree plan changes are on the second page.

				COUNCIL ³						
	Change to a Course	Dept./School	College Academic	Deans	TEC	UGEC	UAC	GRAD	Provost	President
1.	Title (description unchanged)	A	A	A	I				I	I
2.	Description (not affecting content)	A	A	A	I				I	I
3.	Content (substantive change)	A	A	A	I				A	A
4.	Number of hours (lecture, lab, contact)	A	A	A	A				A	A
5.	Course number within the hundred	A	A	I	I				I	I
6.	Course number beyond the hundred	A	A	A	A				A	A
7.	Prerequisites	A	A	A	I				I	I
8.	Course fee(s)	A	--	A	--				A	I
9.	From U to G <i>or</i> G to U	A	A	A	A				A	A
10.	Cross list with another department: U or G level	A	A	A	A				A	A
11.	Department of record	A	A	A	A				A	A
12.	Open or close a course	A	A	A	A				A	A
13.	New course — See website for application and process. This change includes combining or splitting a course(s).	A	A	A	A				A	A

Note: When an academic unit does not have a council, the UGEC and/or UUAC will serve as its academic council, depending on the nature of the issue.

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		COUNCIL ³										
	Change to a Degree Plan	Dept./School	College Academic	Deans	TEC	UGEC	UUAC	GRAD	Provost	Faculty	President	Board of Trustees
1.	University Requirements — Change in approved course content ⁶	A	A	A	A				A	--	A	--
2.	University Requirements — Add or drop a required course from the University Requirements chart ⁶	A	A	A	A				A	A	A	--
3.	University Requirements — Add or drop a course from a menu within the University Requirements ⁶	A	A	A	A				A	--	A	--
4.	University Requirements — Change hours within a menu on the University Requirements chart ⁶	A	A	A	A				A	A	A	--
5.	Major — Revision of major ^{4,5}	A	A	A	A				A	--	A	--
6.	Major — Adopt or change admission requirements	A	A	A	A				A	--	A	--
7.	Major — Add ^{4,5}	A	A	A	A				A	A	A	I
8.	Major – Discontinue (proposed by the department or college)	A	A	A	A				A	A	A	I
9.	Major – Discontinue (proposed by the Provost)	See below.										
10.	GPA — Revise major or cumulative requirement	A	A	A	A				A	A	A	--
11.	Minor — Revise course selection	A	A	A	I				I	--	I	--
12.	Minor — Add	A	A	A	A				A	--	A	--
13.	Minor – Discontinue (proposed by the department or college)	A	A	A	A				A	--	A	--
14.	Minor – Discontinue (proposed by the Provost)	See below.										
15.	Degree — Add	A	A	A	A				A	A	A	I
16.	Degree – Discontinue (proposed by the department or college)	A	A	A	A				A	A	A	I
17.	Degree – Discontinue (proposed by the Provost)	See below.										
18.	Any change to a graduate degree program	A	A	A	A				A	--	A	--

		COUNCIL ³							Board of Trustees
Provost-Proposed Change		Provost	Department	Dean	TEC	UUAC	Graduate	Faculty	
1.	Major/Graduate Program — Discontinue (proposed by the Provost)	A	R	R	A			A	A
2.	Minor — Discontinue (proposed by the Provost)	A	R	R	A			--	A
3.	Degree — Discontinue (proposed by the Provost)	A	R	R	A			A	A

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COUNCIL ³										
	Change to the Catalog Information	Dept./School	College Academic	Deans	UGEC	UUAC	GRAD	Provost	Faculty	President
1.	General requirements for graduation including course requirements that are common to all majors for all degrees ⁷	--	--	--	A			A	A	A
2.	Admission requirements	--	--	--	A			A	A	A
3.	Policies governing academic probation and suspension	--	--	--	A			A	A	A
4.	Requirements for graduating with honors	--	--	--	A			A	A	A
5.	Other academic policy changes	--	--	--	A			A	--	A

¹ Councils may request additional information about "Information" items. These items are approved as "Consent Agenda."

² The Dean and Department should respond to the Provost's recommendation to close a program in writing. Advise & Respond (R) requires that the voting body should receive the written responses at least one week prior to the vote.

³ All courses that meet University Requirements for general education must go through UGEC. Courses or degrees offered only to students seeking teacher certification must go through the Teacher Education Council. All undergraduate changes must go before the UUAC. All graduate degree plan changes must go through the Graduate Council.

⁴ A minimum of 30 hours is required for a major. A maximum is specified for each degree (e.g., BA, BS). The university minimum for elective hours is 6, unless the requirements of external accrediting bodies make it impossible.

⁵ Program or course changes that apply to any major that includes Teacher Certification will be reviewed by the college, the Teacher Education Council (TEC), and then the UUAC.

⁶ Courses that satisfy ACU's University Requirements (General Education) will normally have lower-level numbering, be free of prerequisites and co-requisites, appeal to more than one or two majors, and "not narrowly focus on those skills, techniques, and procedures specific to a particular occupation or profession" (SACS 2.7.3). Departments may request exceptions to the first three criteria.

⁷ The UUAC approved the clarification that "general requirements for graduation" means the enumerated items in the "General Requirements for Bachelor's Degrees" section of the catalog.

Revised 10-16-13

Curriculum/Catalog Changes Signature Page

Department/School Chair(s)	
_____ <i>Signature</i>	_____ <i>Approval date</i>
_____ <i>Signature</i>	_____ <i>Approval date</i>

College Academic Council(s)	
 <i>Signature</i>	<u>2/2/2016</u> <i>Approval date</i>
_____ <i>Signature</i>	_____ <i>Approval date</i>

Dean(s)	
_____ <i>Signature</i>	_____ <i>Approval date</i>
_____ <i>Signature</i>	_____ <i>Approval date</i>

Teacher Education Council	
_____ <i>Chair's signature</i>	_____ <i>Approval date</i>

General Education Council	
_____ <i>Chair's signature</i>	_____ <i>Approval date</i>

Undergraduate Academic Council	
_____ <i>Chair's signature</i>	_____ <i>Approval date</i>

Graduate Council	
_____ <i>Chair's signature</i>	_____ <i>Approval date</i>

Provost	
_____ <i>Signature</i>	_____ <i>Approval date</i>

Faculty	
_____ <i>Chair of faculty senate</i>	_____ <i>Approval date</i>

President	
_____ <i>Signature</i>	_____ <i>Approval date</i>

MEd to EdD Pipeline Admissions Process

Students who are accepted into ACU's M.Ed. in Leadership of Learning will have the opportunity to transition into the Ed.D. in Organizational Leadership upon completing the M.Ed. through an abbreviated application process.

After the completion of nine hours in the M.Ed. program, students will submit a Letter of Intent indicating their interest in continuing into the Ed.D. program upon completion of the M.Ed. The student will also sign a Memo of Understanding that verifies the student's acknowledgement that his or her admission to the Ed.D. program is dependent upon the following:

- The student must maintain satisfactory progress through the M.Ed. program prior to being admitted to the Ed.D.
- The student must have a minimum 3.0 GPA in the M.Ed. to be considered for admission to the Ed.D.
- The student must submit three samples of his/her work in an e-portfolio through Canvas to be evaluated on his/her academic preparation for doctoral work.

Since the following elements of the Ed.D. application will have been completed during the M.Ed. application process, they will be waived for M.Ed. students transitioning into the Ed.D. program:

- Completion of the application and payment of the application fee.
- Recommendation letter.
- Resubmission of official transcripts.

Students who complete the M.Ed. at ACU and continue into the Ed.D. program based upon the above guidelines will be granted advanced standing of 15 credit hours toward the specialization track in the Ed.D. program.

Joint MEd to EdD Program Memorandum of Understanding

ACU offers a **joint** M.Ed to Ed.D program. Students transitioning from the M.Ed. program directly into Ed.D program will benefit from completing the Ed.D program at an accelerated rate and reduction in the overall cost of the program (up to 15 credit hours). Students who are accepted into ACU's M.Ed. in Leadership of Learning will have the opportunity to transition into the Ed.D. in Organizational Leadership upon completing the M.Ed. through an abbreviated application process.

Term and Conditions

This is an acknowledgement that admission to the Ed.D. program is dependent upon the following terms and conditions:

1. The student must maintain satisfactory progress through the M.Ed. program prior to being admitted to the Ed.D.
2. The student must have a minimum 3.0 GPA in the M.Ed. to be considered for admission to the Ed.D.
3. The student must submit three samples of his/her work in an e-portfolio through Canvas to be evaluated on his/her academic preparation for doctoral work.
4. All students are subject to the University's student policies.
5. Tuition rates are subject to change

Since the following elements of the Ed.D. application will have been completed during the M.Ed. application process, they will be waived for M.Ed. students transitioning into the Ed.D. program:

1. Completion of the application and payment of the application fee.
2. Recommendation letters.
3. Resubmission of official transcripts.

Students who complete the M.Ed. at ACU and continue into the Ed.D. program based upon the above guidelines may be granted advanced standing of up to 15 credit hours toward the specialization track in the Ed.D. program.

Signature

Date