

Approval Chart for Curriculum Changes

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

Course Number COMM 543 or Degree Plan(s) _____
 State the requested change and reason. A memo may be attached if more space is necessary.

We would like to delete COMM 543 (Business & Professional Communication) (see attached spreadsheet, "Course to Delete" section for details)

~~We would also like to put several courses on hiatus, including COMM 383/583, 641, and 698. These courses should not be deleted, but we would like them not to appear in our course catalog listing at this time (see attached spreadsheet, "Courses to Put on Hiatus" section for details).~~

*NA - Jonathan Camp
2-6-19*

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

		COUNCIL ³						
		Dept./School	College Academic	Deans	TEC	UGEC	UUAC	GRAD
Change to a Course								
1.	Title (description unchanged)	A	A	A		I		I
2.	Description (not affecting content)	A	A	A		I		I
3.	Course term(s)	A	I	A		I		I
4.	Content (substantive change)	A	A	A		I		A
5.	Number of hours (lecture, lab, contact)	A	A	A		A		A
6.	Course number within the hundred	A	A	I		I		I
7.	Course number beyond the hundred	A	A	A		A		A
8.	Prerequisites	A	A	A		I		I
9.	Course fee(s)	A	--	A		--		A
10.	From U to G or G to U	A	A	A		A		A
11.	Cross list with another department: U or G level	A	A	A		A		A
12.	Department of record	A	A	A		A		A
13.	Open or close a course	A	A	A		A		A
14.	New course — See website for application and process. This change includes combining or splitting a course(s).	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							Board of Trustees
Change to a Degree Plan		Dept./School	College Academic	Deans	TEC	UGEC	UUAC	GRAD	
1.	University Requirements — Change in approved course content ⁶	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
3.	University Requirements — Add or drop a course from a menu within the University Requirements ⁶	A	--	--		A		A	--
4.	University Requirements — Change hours within a menu on the University Requirements chart ⁶	A	A	A		A		A	A
5.	Major — Revision of major ^{4,5}	A	A	A		A		A	--
6.	Major — Adopt or change admission requirements	A	A	A		A		A	--
7.	Major — Add ^{4,5}	A	A	A		A		A	A
8.	Major – Discontinue (proposed by the department or college)	A	A	A		A		A	A
9.	Major – Discontinue (proposed by the Provost)	See below.							
10.	GPA — Revise major or cumulative requirement	A	A	A		A		A	A
11.	Minor — Revise course selection	A	A	A		I		I	--
12.	Minor — Add	A	A	A		A		A	--
13.	Minor – Discontinue (proposed by the department or college)	A	A	A		A		A	--
14.	Minor – Discontinue (proposed by the Provost)	See below.							
15.	Degree — Add	A	A	A		A		A	A
16.	Degree – Discontinue (proposed by the department or college)	A	A	A		A		A	A
17.	Degree – Discontinue (proposed by the Provost)	See below.							
18.	Any change to a graduate degree program	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	UGEAC	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 UGEAC. 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 3-8-17

Curriculum/Catalog Changes Signature Page

Department/School Chair(s)	
 Signature	3-1-2018 Approval date
_____ Signature	_____ Approval date

College Academic Council(s)	
 Signature	1-18-19 Approval date
_____ Signature	_____ Approval date

Dean(s)	
 Signature	1/28/19 Approval date
_____ Signature	_____ Approval date

Teacher Education Council	
_____ Chair's signature	_____ Approval date

General Education Council	
_____ Chair's signature	_____ Approval date

Undergraduate Academic Council	
_____ Chair's signature	_____ Approval date

Graduate Council	
_____ Chair's signature	_____ Approval date

Provost	
_____ Signature	_____ Approval date

Faculty	
_____ Chair of faculty senate	_____ Approval date

President	
_____ Signature	_____ Approval date

Department of Communication & Sociology, Communication Division Curriculum Changes, Fall 2018

Course	Reason for Requested Change
Course Term Change	
101 (Introduction to Communication)	This course passed UAC Fall 2017 as a Spring only course but we would like to offer it both Fall and Spring because this is now in the social science menu. Adding this course to the Fall would also enable Freshmen communication majors to take a communication course during their first semester.
231 (Small Group Communication)	This course is currently taught in Spring and Summer. We would like to offer it Fall, Spring, and Summer because this course is now in the social science menu.
241 (Interpersonal Communication)	This course is currently taught in Spring and Summer. We would like to offer it Fall and Spring because this course has been added to the social science menu. We also request this course not be offered in Summer.
343 (Business & Professional Communication)	Currently in catalog as a Fall, Spring course. Should be Spring only.
415/515 (Political Communication)	Change from Fall (even years) to Fall (every year).
485/585 (Organizational Communication)	Currently in catalog as a Fall, Spring course. Should be Fall only.
Course Numbering Change beyond the Hundred	
222 (Discussion, Dissent, & Debate)	Due to the advanced level of reasoning required for success in this course and the large number of presentations, this course number should be increased from 222 to 322.
375 (Persuasion)	Due to the nature of this course being both research and theory heavy, this course number should be increased from 375 to 475.
384 (Interview Communication)	This is currently an upper division course (384). However, this course should be a lower-division course due to its skills-based content. It should also be lower degree and preparing for early internships. We would also like to change the number to COMM 230 to indicate that it should be taken early in the sophomore year.

New Courses

		New course justification: Communication inquiry, the ability to create knowledge through scholarship, is one of our departmental learning goals. While the B.S. in Communication contains a required research tool, the available courses are outside of our discipline and are more broadly conceived research methods or statistics courses. Understanding survey methods is important for conducting research and understanding quantitative literature in our field. This course provides students with necessary skills for conducting informed research in upper-level Communication courses and for comprehending research articles covered in other courses. This course also provides an alternative to SOCI 415 and 416, courses that has been overloaded, for majors that require that course.
291 (Survey Methods and Research)		New course justification: In an era of incivility, it is particularly important to learn how to communicate with civility. One of our student learning outcomes for our program is that students learn how to communicate civilly with members of diverse communities. To that end, this class focuses on the need for civil conversations about difficult topics, the inner dispositions necessary for meaningful engagement, and the practical skills that make productive dialogue possible.
310 (Civil Discourse)		New course justification: Health Communication is the fastest growing sub-discipline in the larger field of Communication. From reducing medical malpractice suits to increasing overall health outcomes in a particular target population, health communication practitioners contribute to a more efficient and humane health care system. In addition, medical school admission boards are beginning to recognize the important role of communication training to prepare incoming medical students. Therefore, this course will have broad appeal not only to communication students but to any student preparing for a career in the healthcare system.
460/560 (Health Communication)		

461/561 (Nonprofit Event Communication)		New course justification: Working with nonprofit organizations is a common career path for communication majors, and event planning is a growing career field our majors are interested in. This course provides real-world experience with fundraising, budgeting, negotiating, planning, and coordinating that are critical workplace skills in these career paths.
462 (Executive Coaching)		This course provides students with knowledge and skills useful for organizational life. Additionally, it provides an in-depth study of a potential communication career. Students enrolled in this course will complete lab hours in the Speaking Center.
Change to a Prerequisite		
483 (Advanced Public Speaking)		Add prerequisite "COMM 211 grade of C or better"
491 (Rhetorical Theory)		Add prerequisite "sophomore standing."
375 (Persuasion)		Add prerequisite "sophomore standing."
408 (Crisis Management in Organizations)		Add prerequisite "sophomore standing."
415 (Political Communication)		Change prerequisite to "sophomore standing."
421 (Leadership and Communication)		Add prerequisite "sophomore standing."
436 (Nonverbal Communication)		Add prerequisite "sophomore standing."
450 (Political Communication)		Change prerequisite to "sophomore standing."
485 (Organizational Communication)		Change prerequisite to "sophomore standing."
486 (Training and Development)		Add prerequisites "sophomore standing; COMM 211."
Change to course title		
483 (Advanced Public Speaking)		We would like to change the title of COMM 483 from Advanced Public Speaking to Professional Presentations. This new title is more descriptive and representative of the course as it will be taught in our newly proposed majors (Corporate/Nonprofit Communication and Communication and Advocacy). The course description and competencies will not change.
Course to Delete		
543 (Business and Professional Communication)		We want to close this course at the graduate level, as we want to move away from paring a 300-level course with a graduate course.

Change to a Degree Plan		
COMS, B.S. and B.A.		Revise and rename major (see attached justification, degree plan, and course rotation).
COMC, B.S. and B.A.		Add a new major (see attached justification, degree plan, and course rotation).
COMA, B.S. and B.A.		Add a new major (see attached justification, degree plan, and course rotation).