

Approval Chart for Curriculum Changes

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

Course Number KINE 603 or Degree Plan(s) _____

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

This is a new course application for an Internship course in the new Master's of Science in Strength, Conditioning, and Human Performance.

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	UUAC	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.	Course term(s)	A	I	A		I			I	I
4.	Content (substantive change)	A	A	A		I			A	I
5.	Number of hours (lecture, lab, contact)	A	A	A		A			A	I
6.	Course number within the hundred	A	A	I		I			I	I
7.	Course number beyond the hundred	A	A	A		A			A	I
8.	Prerequisites	A	A	A		I			I	I
9.	Course fee(s)	A	--	A		--			A	I
10.	From U to G or G to U	A	A	A		A			A	I
11.	Cross list with another department: U or G level	A	A	A		A			A	I
12.	Department of record	A	A	A		A			A	I
13.	Open or close a course	A	A	A		A			A	I
14.	New course — See website for application and process. This change includes combining or splitting a course(s).	A	A	A		A			A	I

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	--
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										
	Provost-Proposed Change	Provost	Department	Dean	TEC	UUAC	Graduate	Faculty	President	Board of Trustees
1.	Major/Graduate Program – Discontinue (proposed by the Provost)	A	R	R	A			A	A	I
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	I

Approval Chart for Curriculum Changes

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COUNCIL³

	Change to the Catalog Information	Dept./School	College Academic	Deans	UGECE	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

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.

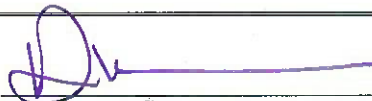
⁶ Courses that satisfy ACU’s University Requirements (General Education) will normally have lower-level numbering, be free of prerequisites and co-requisites, appeal to more than one or two majors, and “not narrowly focus on those skills, techniques, and procedures specific to a particular occupation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

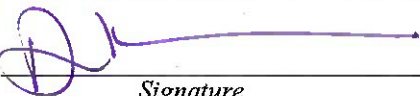
⁷ The UUAC approved the clarification that “general requirements for graduation” means the enumerated items in the “General Requirements for Bachelor’s Degrees” section of the catalog.

Revised 8-26-19

Curriculum/Catalog Changes Signature Page

Department/School Chair(s)	
<u>Sheila Jones</u> Sheila Jones (Mar 10, 2022 22:16 CST)	<u>Mar 10, 2022</u>
_____ <i>Signature</i>	_____ <i>Approval date</i>
_____ <i>Signature</i>	_____ <i>Approval date</i>

College Academic Council(s)	
	<u>3-29-22</u>
_____ <i>Signature</i>	_____ <i>Approval date</i>
_____ <i>Signature</i>	_____ <i>Approval date</i>

Dean(s)	
	<u>3-29-22</u>
_____ <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>

Application for a New Course v10.7

Discard instructional pages A-C before submitting application

Course ID (<i>Subject and Number</i>)	KINE 603
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I. Systems and Catalog Information Complete each item.

1	Course Developer	Melissa Long
2	Course Instructor	TBA
3	Course Title	Seminar in Human Performance
4	Course Abbreviation for Banner if title is more than 30 characters	n/a
5	College	CEHS
6	Department or School	Kinesiology and Nutrition
7	Number of Credit Hours	3
8a.	Number of contact hours – lecture	3
8b.	Number of contact hours – lab/activity	0
9	Is the course for a fixed or variable number of credit hours?	fixed
10	Explanation for variable credit	n/a
11	Is the course repeatable for additional credit?	no
12	Maximum total number of credit hours a student can earn for this course	3
13	What type of course is this? (Select one option. Please see Schedule Type definitions on Page C.)	☒ Traditional lecture ☐ Traditional lab ☐ Traditional lecture/lab ☐ Experiential Learning ☐ Seminar ☐ Studio ☐ Thesis ☐ Dissertation
14	Number of faculty workload hours	3

15	Grade Mode	☒ Standard ☐ Credit/No Credit (undergrad only)
16	Maximum Enrollment	25
17	Catalog Description (50 words or less)	A capstone course designed for research discussion of critical questions and contemporary issues and problems in human performance. Preparation for the CSCCa Strength and Conditioning Coach Certified (SCCC) exam will occur in this course.
18	List any prerequisites (course/s, test scores, class standing, major, etc.)	Graduate Standing
19	List any corequisites (these <i>must</i> be taken at the same time; note that a single requirement cannot be both a prerequisite <i>and</i> a corequisite)	n/a
20	If the course is cross-listed, specify the Course ID(s)	n/a
21	Does this course require any additional student course fees?	☒ No ☐ Yes If yes, attach a completed "Request to Add or Change Course Fees" form. Describe in section IV-8.
22a	Will the course be offered in fall terms?	☐ No ☒ Yes If yes: all, even, or odd years? all
22b	Will the course be offered in spring terms?	☐ No ☒ Yes If yes: all, even, or odd years? all
22c	Will the course be offered in summer terms?	☒ No ☐ Yes If yes: all, even, or odd years?
23	First semester this course will be offered under new Course ID. <i>May not be earlier than the coming fall semester.</i>	Fall 2023
24	Is this course required for a degree/s?	☐ No ☒ Yes If yes, attach a revised degree plan(s) reflecting the placement of the new course. New MSSCHP

25	Should the addition of this course be retroactively applied to the degree plan it supports? <i>This is rare, and rationale should explain compelling extenuating circumstances.</i>	☒ No ☐ Yes If yes, provide rationale:
26	Has this course been offered as a Special Topics course? <i>New courses are not required to be taught as Special Topics courses prior to approval.</i>	☒ No ☐ Yes If yes, provide course ID, term, and enrollment:
27	List any courses in which the content overlaps the proposed course. (Course ID and Name) <i>Attach a statement from the instructor/dept chair of the existing course justifying the new offering in Section IV-D.</i>	n/a

II. Curriculum

- A. Explain effect on degree plans. If the addition of the course alters degree requirements, submit a separate Approval Chart for Curriculum Change to update the degree plan. This course is being developed for the new Master's of Strength, Conditioning, and Human Performance program.
- B. Justify the addition of this course to the current curriculum, explaining the gap it meets. This course is being developed for the new Master's of Strength, Conditioning, and Human Performance program.

III. Course Design

- A. Audience and Course Goal
 1. Describe the intended audience, including prerequisite skills. Graduate Standing, acceptance into a graduate program.
 2. State the overarching course goal(s) in performance terms. This course will prepare students to coach strength, conditioning, and/or human performance programs in a variety of professional settings.
- B. Student Learning Outcomes and Measurements

	Outcomes	Measurement
1	Integrate and collaborate with members of a Performance Support Team (PST).	Written Evaluation, Quiz, Exam, Group Project

2	Collect, analyze, interpret, and communicate data.	Written Evaluation, Quiz, Exam, Group Project
3	Apply a holistic approach to managing and combining data to lead to efficient human performance.	Quiz, Group Project

3. Text and Resources

Give the full publication information of the textbook/s and other required resources and outside readings. For **combined undergraduate/graduate** courses, make two lists:

- A. full publication information; label **Undergraduate**.- n/a
- B. full publication information; label **Graduate**. -French, D; Torres Ronda, L. (2021). *NSCA's Essentials of Sport Science*. Champaign, IL: Human Kinetics. ISBN: 978-1-4925-9335-5

IV. Supporting Documentation

Required of all applications	
1	Approval Chart for Curriculum Changes
2	Syllabus — Attach the syllabus for the course based upon the anticipated first-semester offering.
3	Instructional Design — The syllabus must be reviewed by the Adams Center. Attach a copy of the Adams Center letter.
4	Library — Submit new course application and syllabus to the Library dean's office. Attach the Library's memo.
Attach if applicable	
5	Content Overlap — Include one document for each course you listed in Section I-27. Attach statement from instructor/dept chair of existing course justifying the new offering.
6	Departmental Resources — List the resources that support the course and are available only through the department, if applicable. Attach the list of the holdings and the location/s.
7	Resources — List resources (other than library or departmental resources) that are needed to support this course (computers, lab equipment, other technology, etc.). Attach a complete list of all items and indicate possible sources or estimated cost of each. List the sources of any needed funds.

8	Expenses — List additional expenses needed to implement this course (full-time or part-time faculty, graduate or lab assistants, student employees, travel, special student costs, room renovation, storage facility, etc.). Attach a complete list of all items, the estimated cost of each and the source of the funds.
9	Justification — Attach any documents to which you refer in Section II-B.

mACU Department of Kinesiology & Nutrition
Course Syllabus
KINE 603 – Seminar in Human Performance
Fall 2023

Instructor: TBD

Office:

Phone: (325) 674-xxxx

Email: xxxx@acu.edu

Office Hours: Monday through Friday: by appointment

Contact Expectations: Please allow 24 business hours for a response via email.

Credit hours: 3 Hour

Semester/Year: Fall

Meeting Time/Place: TBD

Prerequisites: Formal acceptance for progression into a graduate program.

Catalog Description: A capstone course designed for research discussion of critical questions and contemporary issues and problems in human performance. Preparation for the CSCCa Strength and Conditioning Coach Certified (SCCC) exam will occur in this course.

Intended Audience: Graduate students within the Kinesiology and Nutrition department.

Mission Statements

ACU Mission: The mission of Abilene Christian University is to educate students for Christian service and leadership throughout the world.

College Mission: The mission of our college is to equip students for global service and leadership through exemplary practice in education and human services, informed by a Christian perspective.

Department Mission: The mission of this department is to prepare students to serve and lead through the development of healthful lifestyles.

Unique Christian Perspective: God created the human body perfectly. This course and other courses in the kinesiology program will help students understand how to integrate faith with professional endeavors.

Textbook(s):

French, D; Torres Ronda, L. (2021). *NSCA's Essentials of Sport Science*. Champaign, IL: Human Kinetics. ISBN: 978-1-4925-9335-5

Outcomes Addressed:

The following outcomes will be evaluated and mastered during this course.

	Outcomes	Measurement
1	Integrate and collaborate with members of a Performance Support Team (PST).	Written Evaluation, Quiz, Exam, Group Project
2	Collect, analyze, interpret, and communicate data.	Written Evaluation, Quiz, Exam, Group Project
3	Apply a holistic approach to managing and combining data to lead to efficient human performance.	Quiz, Group Project

Course Outline:

Week of:	Topic	Outcomes Addressed	Evaluation Method
Aug 28, 2023	CH 1-Performance Dimensions	1, 2, 3	
Sept 4, 2023	CH 5- Key Performance Indicators CH 6- Profiling and Benchmarking	2	Quiz
Sept 11, 2023	CH 7- Technological Implementation	2	Quiz
Sept 18, 2023	CH 8- Data Hygiene	1, 2, 3	
Sept 25, 2023	CH 9- Characteristics of Tracking Systems and Load Monitoring	2	Exam
Oct 2	CH 10- Analysis of Tracking Systems and Load Monitoring	2	Quiz
Oct 9, 2023	CH 11- Kinematics and Gait Analysis	2, 3	
Oct 16, 2023	CH 12- Kinetics and Force Platforms	2	Quiz
Oct 23	Ch 13- Strength Tracking and Analysis	2, 3	Written Assignment
Oct 30, 2023	CH 14- Heart Rate and Heart Rate Variability	1, 2	Quiz

	Ch 15- Electroencephalography and Electroneuromyography		
Nov 6, 2023	CH 16- Biomarkers and Health Performance	3	
Nov 13, 2023	CH 17- Perception of Effort and Subjective Monitoring	1, 2	Quiz
Nov 20, 2023	CH 22- Performance Interventions and Operationalizing Data	2, 3	Exam
Dec 4, 2023	CH 30- Interdisciplinary Support CH 31- Information Dissemination	1, 3	Written Assignment
Dec 11, 2023	Week of Final Exam		Final Exam

Evaluation Methods:

Quiz-	6 x 25 pts each
Exams-	2 x 75 pts each
Written Assignments-	2 x 50 pts each
Final Exam-	150 pts
Total Possible:	550 points

Quizzes- Quizzes will be approximately 25 questions. They will be given at the beginning of class, and will evaluate comprehension of reading and lecture from previous chapter/class period. Missed quizzes cannot be made up.

Exams- The number of items on each exam will vary. Questions could include: multiple choice, true/false, matching, short answer, and essay questions. Exams will be given during the class period, and students will have no more than 1 hours to complete the exam (exception will be the final exam).

Writing Assignment- The writing assignments in this class will be functional writing assignments. This means the result will be something that you will use in practice as a Strength and Conditioning coach. More details as well as a grading rubric will be available when assigned.

Grading Scale:

Grade=	Percent	Total points earned
A=	100-90%	550-495
B=	89-80%	494-440
C=	79-70%	439-385
D=	69-60%	384-330
F	≤59%	329-0

Course Policies

Class Attendance/Tardiness policy: Students are expected to attend classes. Excessive tardiness or absences from class will reflect in the students' grade. No student with $\geq 25\%$ absences (excused or unexcused) will receive credit for this course. Only university-approved absences (*see the university student handbook*) will be accepted as excused absences. It is the student's responsibility to notify the instructor of excused absences. Likewise, tardiness is not appropriate for this class. Three tardies will result in one absence.

Participation: As this is a graduate course, students are expected to participate daily and complete all assignments by the deadline on Canvas.

Late Assignments: Late assignments may be accepted on an individual basis with increasing penalty for each day they are late. Assignments lose 10% for each day they are late, and after 3 days students should not expect to receive credit for the assignment. Any extenuating circumstances that preclude a student from getting the assignment in on-time should be discussed with the professor as soon as possible, but no later than one day prior to the assigned deadline.

Professional Behavior in the Classroom or Lab:

All students are expected to exhibit consistent professional conduct in the classroom and laboratory setting. Students are expected to maintain a classroom environment that will ensure that all students have an opportunity to learn and participate. Disruptive classroom behaviors include cell phones, challenges to faculty authority, demanding special treatment, tardiness, leaving early, offensive remarks, chattering, reading newspapers or magazines, sleeping, or overt inattentiveness. Inappropriate behavior will result, minimally, in a request for the student to leave class. After the first incident of inappropriate behavior the instructor will discuss the behavior with the student as soon as possible following the class. If a second incident occurs the instructor will refer the student to the program director or department chair or formal counseling. Repeated offenses will result in disciplinary action deemed appropriate to the offense according to the Program director.

Revision of Syllabus

The professor reserves the right to modify the course calendar as he or she sees fit.

University Policies

ADA compliance:

Abilene Christian University is dedicated to removing barriers and opening access for students with disabilities in compliance with ADA and Section 504 of the Rehabilitation Act. The Alpha Scholars Program facilitates disability accommodations in cooperation with instructors. In order to receive accommodations, you must be registered with Alpha Scholars Program, and you must complete a specific request for each class in which you need accommodations. If you have a documented disability and wish to discuss academic accommodations, please call 325-674-2667.

Academic integrity

Professionals are expected to practice with a commitment to high standards and integrity. The development of this commitment begins during academic training. Academic misconduct is considered to be an act contrary to professional ethics. Academic integrity is defined as academic work completed as assigned for each class by the individual or group responsible for the work. Violations of academic integrity and other forms of cheating involve the intention to deceive, mislead, or misrepresent and therefore, are a form of lying. Such actions are contrary to behavioral norms that flow from the nature of God. Academic misconduct includes, but is not limited to, the following: 1) Failure to give credit to sources used in a work in an attempt to present the work as one's own, 2) Submission of papers or projects obtained from another source (e.g., research service or club paper file) as one's own, and 3) Falsifying information orally or in writing. Academic misconduct may result in, but is not limited to, a zero on the assignment and/or an F in the course. Additionally, the department chair, Dean of your school, and the Dean

of Student Life will be notified. See the full university policy, including how to appeal a decision, by following this link: <http://www.acu.edu/community/offices/administrative/office-of-the-provost/academic-integrity-policy.html>

Anti-Harassment policy: As a Christian community, Abilene Christian University has committed itself, unequivocally, to ensuring a working and learning environment in which the dignity of every individual is respected. Harassment is defined as unwelcome behavior or conduct based on sex, religion, race, age, color, national origin, veteran's status, disability, or any other characteristic protected by law when (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment, education, or participation in University programs or activities, (2) submission to, or rejection of, such conduct by an individual is used as the basis for a decision affecting an individual's employment, education, or participation in University programs or activities, or (3) such conduct has the purpose or effect of unreasonably interfering with an individual's work or academic performance or creating an intimidating, hostile, or offensive environment for work, education, or participation in a University program or activity. See the full university policy by following this link:

<http://www.acu.edu/campusoffices/hr/title-ix/anti-harassment-policy.html>

Dr. Melissa Long
Gibson 138C
325-674-2328
melissa.long@acu.edu

Mar 9, 2022

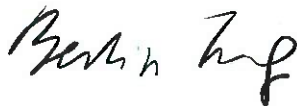
Re: Review of KINE 603

Dear Dr. Long,

Thank you for submitting KINE603: Seminar in Human Performance. I have reviewed it based on the [ACU Syllabus Guidelines](#) and found it to be meeting all requirements. I understand that the instructor information is currently not available, but please add such information later when it is available. You do not need to bring it back to us for further review.

This letter is used during the review process as a reference. It is not meant to be final approval. Others in the review process may have recommendations too.

If you have any questions, please feel free to let me know. Please also let the instructional design team know if we can be of any help in the design and facilitation of this course.

A handwritten signature in black ink, appearing to read "Beth H. Long". The signature is fluid and cursive, with the first name "Beth" and the last name "Long" clearly distinguishable.

Director of Instructional Design, Adams Center

ABILENE CHRISTIAN UNIVERSITY

LIBRARY

M E M O R A N D U M

DATE: March 9, 2022
TO: Dr. Melissa Long
FROM: Mark McCallon, Associate Dean for Library Resources
RE: Course Application for KINE 603 – Seminar in Human Performance

After reviewing the course syllabus, the library can adequately support the proposed course. Please contact Mark McCallon (mccallonm@acu.edu) if additional resources are needed for the course. Thank you for letting us examine the course proposal.