

Abilene Approval Chart for Curriculum Changes

A = Approve I = Information Item R = Respond In Writing

Course Number: _____ **or Degree Plan(s):** Master of Science in Social Work

Rationale: We need to remove liberal arts requirements and the GRE or MAT statement from our admission criteria, so it aligns with our actual practice. These changes also align more with comparable MSSW programs.

	Campus-Level Academic Review ¹	D e p t . / S c h o o l	C o l l e g e	D e a n	T E C	A U A C / G r a d	P r o v o s t
	Change to a Course Include signatures from all chairs/program directors for cross-listed courses. ¹						
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 (change of course outcomes)	A	A	A	I	I	A
5.	Number of credit hours	A	A	A	A	A	A
6.	Course number within the hundred	A	A	I	I	I	I
7.	Course number beyond the hundred	A	A	A	A	A	A
8.	Prerequisites	A	A	A	I	I	I
9.	Course restriction (e.g., majors only, junior standing)	A	A	A	A	A	A
10.	Level change (U to G or G to U)	A	A	A	A	A	A
11.	Cross list course	A	A	A	A	A	A
12.	Department of record	A	A	A	A	A	A
13.	Open or close a course	A	A	A	A	A	A
	Change to a Degree Plan						
14.	Educational Program — Revise	A	A	A	A	A	A
15.	Educational Program — Adopt/revise admission requirements	A	A	A	A	A	A
16.	GPA — Revise program-required GPA	A	A	A	A	A	A
17.	Minor — Revise	A	A	A	A	A	A

	Full Review	De pt. /Sc hool	Col leg e	De an	TE C	AU AC /Gr ad	Pro vos t	Ca mp us Fac ult y	Se nio r VP AA	Pre sid ent
	Change to Catalog Information (for Campus)									
18.	General requirements for Bachelor's and Associate Degrees	-	-	-	-	A	A	A	A	I
19.	Policies governing academic probation and suspension	-	-	-	-	A	A	A	A	I
20.	Requirements for graduating with honors	-	-	-	-	A	A	A	A	I
	Change to a Degree Plan									
21.	Educational Program — Add or Discontinue ²³	A	A	A	A	A	A	A	A	I
22.	Educational Program — Discontinue (Provost-proposed)	R	-	R	A	A	A	A	A	I
23.	Minor — Add or Discontinue	A	A	A	A	A	A	-	A	I
24.	Minor — Discontinue (Provost-proposed)	R	-	R	A	A	A	-	A	I
25.	Degree — Add or Discontinue	A	A	A	A	A	A	A	A	I
26.	Degree — Discontinue (Provost-proposed)	R	-	R	A	A	A	A	A	I

	Change to General Education Requirements for Undergraduates (System)	De pt. /Sc hool	Col leg e	Dea n	AU AC	Pro vos t	UG EC	Uni versity Fac ult y	Se nio r or VP AA	Pre sid ent
27.	Change course outcomes of an included course	A	A	A	A	A	A	-	A	I
28.	Add or drop a required course from the General Education Requirements	A	-	A	-	A	A	A	A	I
29.	Add or drop a course from a menu within the General Education Requirements	A	-	A	-	A	A	-	A	I
30.	Comprehensive revision of General Education Requirements	-	-	-	-	A	A	A	A	I

Notes

² Any change to a cross-listed course requires the signature of both department chairs or program directors overseeing the course to ensure that the courses stay in sync. This includes courses taught at other campuses (e.g. BIBL 101 and BIBO 101).

³ For undergraduate majors, a minimum of 30 hours is required. These programs must have a minimum of 6 elective hours, unless the requirements of external accrediting bodies make it impossible. Master's programs must include a minimum of 30 hours, and doctoral programs must include a minimum of 30 hours beyond the master's.

⁴ When a department/school or dean proposes closing a program, approval routing follows the typical process beginning with the department/school. An administrative proposal by the provost or senior vice president for academic affairs would follow the "provost-proposed" routing on the chart.

Updated 8/1/2023

Department/School(s)



04/10/26

Chair Signature

Date



04/10/26

Chair/Program Director Signature

Date

College Academic Council(s)



05/01/2026

Chair Signature

Date

Chair Signature

Date

Dean(s)

J. Dirk Nelson

J. Dirk Nelson (May 2, 2025 08:27:27 CDT)

05/02/2026

Signature

Date

Signature

Date

Teacher Education Council

Signature

Date

Campus Academic Council:

Abilene Undergraduate or Abilene Graduate

Signature

Date

Provost

Signature

Date

University General Education Council

Signature

Date

University Faculty

Abilene Faculty Senate Chair signature

Date

Dallas Faculty Council Chair signature

Date

Senior Vice President for Academic Affairs

Signature

Date

President

Signature

Date

Admission Requirements

To be accepted into the MSSW Program under the Standard degree plan, students must have a bachelor's degree in any field from an accredited institution. ~~Students are expected to demonstrate a broad liberal arts background, including two courses from each of the following areas: science/math, social/behavioral sciences, humanities/fine arts, and communication/language. To see if a specific course qualifies for the liberal arts background requirement, please contact the School of Social Work.~~

To be accepted into the MSSW Program under the Advanced Standing degree plan, students must have a bachelor's degree in social work from a CSWE-accredited institution. Applicants who completed the BSW more than five years ago are eligible for Advanced Standing only if they are employed in the field of social services or hold a current social work licensure.

Students interested in applying for the ACU MSSW Standard or Advanced Standing degrees are required to submit the following documents:

1. A completed application for admission with a nonrefundable application fee.
2. An official transcript(s) in English (or translated to English) of all previous colleges attended. The transcript must indicate an earned bachelor's degree from a regionally accredited college or university or equivalent.
3. A cumulative undergraduate GPA of at least 3.0 on a 4.0 scale. If undergraduate GPA is below 3.0, ~~the GRE or MAT entrance exam may be required.~~ an interview with the Program Director may be requested.
4. Three letters of recommendation.
 - Students applying to the Standard degree plan must have two of the three references represent people who can speak to the student's academic and/or professional behavior abilities, including but not limited to a faculty member, program director, internship supervisor, etc.
 - Students applying to the Advanced Standing degree plan must have two of the three references represent people who can speak to the student's abilities as an emerging social worker. Of the two academic references, at least one must be a program director, practicum director, or practicum instructor/supervisor.
5. A personal statement addressing your motivation for graduate studies and entering the social work profession, and reflections on the program's four themes of human rights and justice, cultural and spiritual humility, holistic practice, and empowerment.
6. Standard Degree Plan Only: A writing sample ~~in the form of a formal graded (returned with feedback)~~ an upper-level assignment of at least five pages from the student's undergraduate work (or acceptable alternative). Questions on this assignment may be directed to the School of Social Work if additional information is needed.
7. Advanced Standing Plan Only: A final BSW/BSSW practicum evaluation.
 - If the student's practicum experience is still in progress, they may submit a midterm practicum evaluation for admission decision review. If admitted, the final practicum evaluation is required prior to enrolling in classes or applying to the Practicum Program.
8. A video conference interview with the program director may be requested for any reason.