

Approval Chart for Curriculum Changes

A = Approval I = Information*

Course Numbers INTS 210 & INTS 301 or Degree Plan(s)
 State the requested change and reason. A memo may be attached if more space is necessary.

Drop the 1-hour course, INTS 210, from the catalog. It was a creation of the Study Abroad program and has not been used for about 4 years. Its purposes were integrated into the three-hour INTS (how GLST) courses taught at Study Abroad sites.

Drop the 3-hour course, INTS 301, from the catalog. It has been replaced with the new GLST 120, which has altogether different aims as an introduction to Global Studies.

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

COUNCIL**

	Change to a Course	Academic	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.	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 or G to U		A	A	A			A		A	A
10.	Cross list with another dept: 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 Adams Center for packet. This change includes combining or splitting a course(s).		A	A	A			A		A	A

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

**Courses offered only to students seeking teacher certification must go through the Teacher Education Council.

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

	Change to a Degree Plan	Dept./School Deans	College Academic	College Academic	TEC	UGEC	UUAC	GRAD	Provost	Faculty	President
1.	University Requirements — Change in approved course content**	A	A	A		A			A	--	A
2.	University Requirements — Add or drop a required course from the University Requirements chart**	A	A	A		A			A	A	A
3.	University Requirements — Add or drop a course from a menu within the University Requirements**	A	A	A		A			A	--	A
4.	University Requirements — Change hours within a menu on the University Requirements chart**	A	A	A		A			A	A	A
5.	Major — Revision of major ♦ ‡	A	A	A		A			A	--	A
6.	Major — Adopt or change admission requirements	A	A	A		A			A	--	A
7.	Major — Add or discontinue	A	A	A		A			A	A	A
8.	GPA — Revise major or cumulative requirement	A	A	A		A			A	A	A
9.	Minor — Revise course selection	A	A	A		I			I	--	I
	Minor — Add or discontinue	A	A	A		A			A	--	A
10.	Degree — Add or discontinue	A	A	A		A			A	A	A
11.	Any change to a graduate degree program*	A	A	A		A			A	--	A

♦ 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.

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

* All graduate degree plan changes must go through the Graduate Council.

** Courses that satisfy ACU's University Requirements (General Education) will normally have lower-level numbering, be free of prerequisites and corequisites, 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.

Note: The Board of Trustees is informed when a major or degree is added or discontinued.

Revised 4-18-12

Approval Chart for Academic Information Changes

	Change to the Catalog	Dept./School Deans	College Academic	College Academic	UGEC	UUAC	GRAD	Provost	Faculty	President	Board of Trustees
1.	General requirements for graduation including course requirements that are common to all majors for all degrees*	--	--	--		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	

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

Revised 3-2-11

Curriculum/Catalog Changes Signature Page

Department/School Chair(s)	
Signature <u>Ronald J. May</u>	Approval date <u>2-21-14</u>
Signature _____	Approval date _____

College Academic Council(s)	
Signature <u>Lynette Sharp Rye</u>	Approval date <u>2-21-14</u>
Signature _____	Approval date _____

Dean(s)	
Signature _____	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 _____