

## Approval Chart for Curriculum Changes

A = Approve      I = Information Item<sup>1</sup>      R = Advise & Respond<sup>2</sup>

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

See attached.

In the current degree plan, students must complete 15 (5 courses) from a menu of possible courses from areas outside of social work that supplement the required SOCW courses. The School of Social work is requesting to amend the menu.

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

|                    |                                                                                                                   | COUNCIL <sup>3</sup> |                  |       |     |      |      |      |
|--------------------|-------------------------------------------------------------------------------------------------------------------|----------------------|------------------|-------|-----|------|------|------|
|                    |                                                                                                                   | 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.                 | Content (substantive change)                                                                                      | A                    | A                | A     |     | I    |      | A    |
| 4.                 | Number of hours (lecture, lab, contact)                                                                           | A                    | A                | A     |     | A    |      | A    |
| 5.                 | Course number within the hundred                                                                                  | A                    | A                | I     |     | I    |      | I    |
| 6.                 | Course number beyond the hundred                                                                                  | A                    | A                | A     |     | A    |      | A    |
| 7.                 | Prerequisites                                                                                                     | A                    | A                | A     |     | I    |      | I    |
| 8.                 | Course fee(s)                                                                                                     | A                    | --               | A     |     | --   |      | A    |
| 9.                 | From U to G or G to U                                                                                             | A                    | A                | A     |     | A    |      | A    |
| 10.                | Cross list with another department: U or G level                                                                  | A                    | A                | A     |     | A    |      | A    |
| 11.                | Department of record                                                                                              | A                    | A                | A     |     | A    |      | A    |
| 12.                | Open or close a course                                                                                            | A                    | A                | A     |     | A    |      | A    |
| 13.                | New course — See website for application and process.<br>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 <sup>3</sup> |                  |       |     |      |      |      |         |         |           |                   |
|-----|-------------------------------------------------------------------------------------------------------------|----------------------|------------------|-------|-----|------|------|------|---------|---------|-----------|-------------------|
|     | 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 <sup>6</sup>                                    | A                    | A                | A     | A   |      |      |      | A       | --      | A         | --                |
| 2.  | University Requirements — Add or drop a required course from the University Requirements chart <sup>6</sup> | A                    | A                | A     | A   |      |      |      | A       | A       | A         | --                |
| 3.  | University Requirements — Add or drop a course from a menu within the University Requirements <sup>6</sup>  | A                    | A                | A     | A   |      |      |      | A       | --      | A         | --                |
| 4.  | University Requirements — Change hours within a menu on the University Requirements chart <sup>6</sup>      | A                    | A                | A     | A   |      |      |      | A       | A       | A         | --                |
|     |                                                                                                             |                      |                  |       |     |      |      |      |         |         |           |                   |
| 5.  | Major — Revision of major <sup>4,5</sup>                                                                    | A                    | A                | A     | A   |      |      |      | A       | --      | A         | --                |
| 6.  | Major — Adopt or change admission requirements                                                              | A                    | A                | A     | A   |      |      |      | A       | --      | A         | --                |
| 7.  | Major — Add <sup>4,5</sup>                                                                                  | 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         | --                |

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

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|----------------------|------------------------------------------------------------------------------------------------------------------------------|--------------|------------------|-------|------|------|------|---------|---------|-----------|
|                      | 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 <sup>7</sup> | --           | --               | --    | 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         |

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

<sup>2</sup> 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.

<sup>3</sup> 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.

<sup>4</sup> 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.

<sup>5</sup> 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.

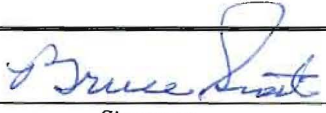
<sup>6</sup> Courses that satisfy ACU's University Requirements (General Education) will normally have lower-level numbering, be free of prerequisites and co-requisites, appeal to more than one or two majors, and "not narrowly focus on those skills, techniques, and procedures specific to a particular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

<sup>7</sup> 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

|                                                                                                |                          |
|------------------------------------------------------------------------------------------------|--------------------------|
| <b>Department/School Chair(s)</b>                                                              |                          |
| <br>Signature | 2-25-14<br>Approval date |
| <br>Signature | 2/26/14<br>Approval date |

|                                                                                                |                           |
|------------------------------------------------------------------------------------------------|---------------------------|
| <b>College Academic Council(s)</b>                                                             |                           |
| <br>Signature | 3.4.2014<br>Approval date |
| <br>Signature                                                                                  | <br>Approval date         |

|                                                                                                |                           |
|------------------------------------------------------------------------------------------------|---------------------------|
| <b>Dean(s)</b>                                                                                 |                           |
| <br>Signature | 3.4.2014<br>Approval date |
| <br>Signature                                                                                  | <br>Approval date         |

|                                  |                   |
|----------------------------------|-------------------|
| <b>Teacher Education Council</b> |                   |
| <br>Chair's signature            | <br>Approval date |

|                                  |                   |
|----------------------------------|-------------------|
| <b>General Education Council</b> |                   |
| <br>Chair's signature            | <br>Approval date |

|                                       |                   |
|---------------------------------------|-------------------|
| <b>Undergraduate Academic Council</b> |                   |
| <br>Chair's signature                 | <br>Approval date |

|                         |                   |
|-------------------------|-------------------|
| <b>Graduate Council</b> |                   |
| <br>Chair's signature   | <br>Approval date |

|                |                   |
|----------------|-------------------|
| <b>Provost</b> |                   |
| <br>Signature  | <br>Approval date |

|                             |                   |
|-----------------------------|-------------------|
| <b>Faculty</b>              |                   |
| <br>Chair of faculty senate | <br>Approval date |

|                  |                   |
|------------------|-------------------|
| <b>President</b> |                   |
| <br>Signature    | <br>Approval date |

In the current degree plan, students must complete 15 hours (5 courses) from a menu of possible courses from areas outside of social work that supplement the required SOCW courses. We have identified these as “major course requirements,” (see “Current MENU OF CHOICES . . .” attached).

The School of Social Work is requesting that we amend this menu of choices (see “Proposed MENU OF CHOICES . . .” attached). This is being requested for the following reasons:

1. In our work to become reaccredited, our self-study revealed that this is needed due to our accreditation standards. It is believed, based on our feedback and benchmarking with other universities, that our site visit will require these immediate changes.
2. Allowing additional courses in these areas will reflect our students’ professional interests. We are currently completing a large number of substitution waivers to allow students to take additional courses in these areas.
3. Expanding the options for our students will allow them to fulfill certain admission requirements specific of differing graduate programs.

Due to the critical nature of these changes (we believe they will be required for reaccreditation), we are requesting that they are adopted immediately for all students in the program, as opposed to just those entering fall 2014.

## **Current MENU OF COURSES FOR “MAJOR REQUIREMENT COURSE” IN BSSW DEGREE PLAN**

Students will select five (5) from the following menu of recommended courses. No more than three (3) courses can be taken in one field. Additional upper division courses in these areas can be approved by advisor (advisor must approve course prior to enrolling).

- BIBM 390                      Family Relations
- BIBM 435                      Adolescent Spiritual Formation
- COMS 345                      Intercultural Communication
- COMS 376                      Family Communication
- COMS 421                      Leadership and Communication
- COMS 430                      Conflict Management
- ECON 438                      International Poverty and Development
- ENGL 363                      Advanced American Literature After 1900
- ENGL 470                      Multicultural Literature
- FAM/BIBM455                  Ministry to Fathers
- PSYC 232                      Developmental Psychology
- PSYC 372                      Child Abuse: Recognition and Response
- PSYC 374                      Emotional and Behavioral Disorders in Children
- PSYC 382                      Abnormal Psychology
- SOCI 362                      Marriage and Family
- SOCI 444                      Social Group Leadership
- SOCI 480                      Inequality and Social Justice

## **Proposed MENU OF COURSES FOR “MAJOR REQUIRMENT COURSE” IN BSSW DEGREE PLAN**

Students will select five (5) from the following menu of recommended courses. No more than three (3) courses can be taken in one field. Additional areas within the context of your desired or expected practice may be approved by advisor (advisor must approve course prior to enrolling).

See individual course requirements prior to enrolling (i.e. some may be designated for “majors only.”) Follow respective departmental guidelines for enrollment.

- Any COMS (300-499)
- Any PSYC (300-499)
- Any GERO (300-499)
- Any POLI (300-499)
- Any SOCI (300-499)
- BIBM 434                Spiritual Formation of Children
- BIBM 435                Adolescent Spiritual Formation
- ECON 438               International Poverty and Development
- EDUC 221               Educational Psychology
- ENGL 470               Multicultural Literature
- PSYC 232               Developmental Psychology
- SPED 371               Teaching Students with Special Needs