

Approval Chart for Curriculum Changes

A = Approval

I = Information*

Course Number SOCI 355
or Degree Plan(s) _____

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

The Department of Political Science is requesting the course prefix be changed to reflect the current department of record in which the course is taught. The course prefix should change from SOCI to POLC. The course number will stay the same. No change in content or description is needed. This is also a request to cross-list POLC 355 with SOCI 355. The Department of Communication and Sociology supports this cross-listing.

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

COUNCIL**

	Change to a Course	D e p t . / S c h o o l	C o l l e g e A c a d e m i c	D e a n s A c a d e m i c	T E C	U G E C	U U A C	G R A D	P r o v o s t	P r e s i d e n t
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 -- POLC (prefix change)	A	A	I	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 -- Undergraduate	A	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.

Approval Chart for Curriculum Changes

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	Change to a Degree Plan	Dept. / School	College Academic	College Academic Deans	COUNCIL				Provost	Faculty	President
					TEC	UGEC	UUAC	GRAD			
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.

Approval Chart for Academic Information Changes

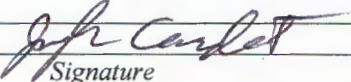
	Change to the Catalog	D e p t . / S c h o o l	C o l l e g e A c a d e m i c	C o l l e g e A c a d e m i c D e a n s	U G E C	U U A C	G R A D	P r o v o s t	F a c u l t y	P r e s i d e n t	B o a r d o f T r u s t e e s
1.	General requirements for graduation including course requirements that are common 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.

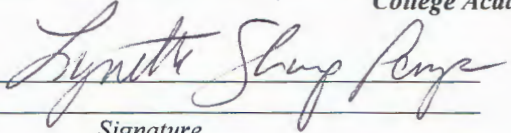
Revised 3-2-11

Curriculum/Catalog Changes Signature Page

Department/School Chair(s)

 Signature	22 April 2015 Approval date
 Signature	4-22-15 Approval date

College Academic Council(s)

 Signature	4-24-15 Approval date
 Signature	 Approval date

Dean(s)

 Signature	4/27/15 Approval date
 Signature	 Approval date

Teacher Education Council

 Chair's signature	 Approval date
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General Education Council

 Chair's signature	 Approval date
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Undergraduate Academic Council

 Chair's signature	 Approval date
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Graduate Council

 Chair's signature	 Approval date
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Provost

 Signature	 Approval date
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