

Approval Chart for Curriculum Changes

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

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

Proposing the following definitions of terms and breakdown of menus for ACU's University Requirements:

For the purposes of clarity, ACU distinguishes the difference between General Education and University Requirement as follows:

General Education: Courses that normally have lower-level numbering, are free of prerequisite and co-requisites, appeal to more than one or two majors, and do not “narrowly focus on those skills, techniques, and procedures specific to a particular occupation or profession” (SACSCOC 2.7.3).

University Requirement: Courses or experiences that satisfy the University Requirement for all Bachelor’s Degrees whether “General Education” or major/discipline-specific. Some of the courses may be upper level, require pre-requisites, or be focused on a single major.

The following courses or menus of courses compose the 38 hours of General Education Requirements for the University:

- | | |
|---|----------------------------|
| • CORE: Cornerstone (3 hours) | • Science Menu (6 hours) |
| • BIBLE: 101, 102, 211 (9 hours) | • Mathematics (3 hours) |
| • English: 111, 112, Soph Lit (9 hours) | • Social Science (3 hours) |
| • Communication: 211 (3 hours) | • Kinesiology (2 hours) |

The following courses or menus of courses compose the 18 hours of University Requirements:

- Bible: Upper-level selections (6 hours)
- Cultural Awareness (3 hours)
- Historical Literacy (3 hours)
- Selection (3 hours)
- Free Elective (3 hours)

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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.	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 department: 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 website for application and process. This change includes combining or splitting a course(s).	A	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 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							Board of Trustees
	Provost-Proposed Change	Provost	Department	Dean	TEC	UUAC	Graduate	Faculty	
1.	Major/Graduate Program – Discontinue (proposed by the Provost)	A	R	R	A			A	A
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

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COUNCIL³

	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 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
5.	Other academic policy changes	--	--	--		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 1-29-16

Curriculum/Catalog Changes Signature Page

Department/School Chair(s)	
_____ <i>Signature</i>	_____ <i>Approval date</i>
_____ <i>Signature</i>	_____ <i>Approval date</i>

College Academic Council(s)	
_____ <i>Signature</i>	_____ <i>Approval date</i>
_____ <i>Signature</i>	_____ <i>Approval date</i>

Dean(s)	
_____ <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>



To: University General Education Council
From: Greg Straughn, Dean, College of Arts and Sciences
Date: March 7, 2016
Re: Distinction between General Education and University Requirements

Context

This proposal seeks to provide clarity between the terms “General Education” and “University Requirement for Graduation.” Currently, the menu of courses on pages 38-39 of the Catalog refer to a set of “University Requirements for All Bachelor’s Degrees” totaling 56 hours. These include Bible, Science, Communication, Math, English, Social Science, etc. Most of these courses are lower-level, free of pre-requisites, and provide a broad introduction to the field of study.

The General Education Review that took place last year, culminating in a vote this past September, had as one of its main goals to create more flexibility for students in moving through their programs. The proposal helps to more fully realize that goal.

Definition

SACSCOC provides the following expectations of Core Requirement 2.7.3 (General Education). General Education should: (1) be a substantial component of each undergraduate degree, (2) ensure breadth of knowledge, and (3) be based on a coherent rationale. For baccalaureate degrees, SACSCOC defines this to be at least 30 semester hours drawn from the following areas: humanities/fine arts; social/behavioral sciences; and natural science/mathematics.

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General Education: Courses that normally have lower-level numbering, are free of prerequisite and co-requisites, appeal to more than one or two majors, and do not “narrowly focus on those skills, techniques, and procedures specific to a particular occupation or profession” (SACSCOC 2.7.3).

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- Cultural Awareness (3 hours)
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- Selection (3 hours)
- Free Elective (3 hours)

Additionally, each student is required to complete a Writing Intensive course as designated by their major and to complete a Capstone course or experience as specified by their degree.

Rationale

This clarification provides several important benefits:

- It makes the courses and menus of courses designated as “general education” internally consistent and consistent with the SACSCOC definition of general education as they are populated by broad, lower-level, and pre-requisite-free courses.
- It eliminates the need for exceptions to accommodate upper-level majors classes in the Historical Literacy or Cultural Awareness menus. Courses that populate those menus must still meet the criteria that define those menus.
- It provides a more coherent rationale for the structure of requirements for all bachelor’s degrees than is currently in place.

Catalog Changes

Two changes to the catalog will need to be implemented:

- The *Definition* section above would need to be included at an appropriate location (perhaps in proximity to the table that outlines the University Requirements for all Bachelor’s Degrees).
- The term “General Education Selection” would need to be replaced with “University Requirement Selection” (p. 38).

The following diagram provides a heuristic for the distinction of terms.

