

Approval Chart for Curriculum Changes

A = Approval I = Information*

Course Number _____ or Degree Plan(s) BSN _____

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

[Add the following wording to the admission criteria in the catalog:

All prerequisites to the nursing program and all university requirements must be completed before entering the school of nursing program. Any exceptions must be approved by the Dean.]

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

Change to a Course		COUNCIL**								
		President	Faculty	Provost	GRAD	UUAC	UGEC	Deans	College Academic	Dept./School
1.	Title (description unchanged)	I	--	I		I		A	A	A
2.	Description (not affecting content)	I	--	I		I		A	A	A
3.	Content (substantive change)	A	--	A		I		A	A	A
4.	Number of hours (lecture, lab, contact)	A	--	A		A		A	A	A
5.	Course number within the hundred	I	--	I		I		I	A	A
6.	Course number beyond the hundred	A	--	A		A		A	A	A
7.	Prerequisites	I	--	I		I		A	A	A
8.	Course fee(s)	I	--	A		--		A	--	A
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."

** In most cases, approval by only one council is necessary.

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

A = Approval

I = Information

Change to a Degree Plan		Dept./School	College Academic	Deans	COUNCIL			Provost	Faculty	President	Board of Trustees
					UGEC	UUAC	GRAD				
1.	University Requirements — Require or change a specific course from a menu within a degree plan	A	A	I		I		I	--	I	--
2.	University Requirements — Substitute an existing course for a university requirement within a degree plan	A	A	A		A		A	--	A	--
3.	University Requirements — Add a course to or drop a course from the University Requirements	A	A	A		A		A	A	A	--
4.	University Requirements — Change in approved course content	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	I
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	I
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 only to a Teacher Education degree will be reviewed by the Teacher Education Council and then forwarded to the UUAC.

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

Revised 11-2-11

Approval Chart for Academic Information Changes

Change to the Catalog		Dept./School	College Academic	Deans	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	I
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)	
 <i>Signature</i>	<u>4-18-17</u> <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>