

Approval Chart for Curriculum Changes

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

Course Number MATH 361 or Degree Plan(s) _____

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

We are requesting changing MATH 361 from a 3 credit hour course with no lab (3,0,3) to a 4 credit hour course with a 1 hour per week laboratory (3,1,4) course. (That is, we want to change MATH 361 to 3 hours per week of lecture, 1 hours per week of laboratory, and 4 semester credit hours.)

Please see the attached for the rationale.

please note attached memo and email for changes in ENGR, PHMT, PHYS, PHYN, and PHYM degree plans as collateral to this proposal. Our desire is to have these changed without additional council proposals.

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.	Course term(s)	A	I	A	I				I	I
4.	Content (substantive change)	A	A	A	I				A	A
5.	Number of hours (lecture, lab, contact)	A	A	A	A				A	A
6.	Course number within the hundred	A	A	I	I				I	I
7.	Course number beyond the hundred	A	A	A	A				A	A
8.	Prerequisites	A	A	A	I				I	I
9.	Course fee(s)	A	--	A	--				A	I
10.	From U to G <i>or</i> G to U	A	A	A	A				A	A
11.	Cross list with another department: U or G level	A	A	A	A				A	A
12.	Department of record	A	A	A	A				A	A
13.	Open or close a course	A	A	A	A				A	A
14.	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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	Change to a Degree Plan	Dept./School	College Academic	Deans	COUNCIL ³				Provost	Faculty	President	Board of Trustees
					TEC	JGEC	JUAC	GRAD				
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	--

	Provost-Proposed Change	Provost	Department	Dean	COUNCIL ³			Faculty	President	Board of Trustees
					TEC	JUAC	Graduate			
1.	Major/Graduate Program — Discontinue (proposed by the Provost)	A	R	R		A		A	A	I
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	I

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COUNCIL ³									
	Change to the Catalog Information	Dept./School	College Academic	Deans	UGEC	UUAC	GRAD	Provost	President
1.	General requirements for graduation including course requirements that are common to all majors for all degrees ⁷	--	--	--		A		A	A
2.	Admission requirements	--	--	--		A		A	A
3.	Policies governing academic probation and suspension	--	--	--		A		A	A
4.	Requirements for graduating with honors	--	--	--		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 3-8-17

Curriculum/Catalog Changes Signature Page

Department/School Chair(s)	
 Signature	<u>02/14/2018</u> Approval date
_____ Signature	_____ Approval date

College Academic Council(s)	
 Signature	<u>3.2.18</u> Approval date
_____ Signature	_____ Approval date

Dean(s)	
 Signature	<u>3/6/18</u> 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

MATH 361 Rationale

We are requesting changing MATH 361 from a 3 credit hour course (3,0,3) to a 4 credit hour course with a one hour lab (3,1,4) course. (That is, we want to change MATH 361 to 3 hours per week of lecture, 1 hours per week of laboratory, and 4 semester credit hours.)

This course is a watershed course for Engineering and Physics majors in that it unlocks most of their upper level classes. For that reason, the course is incredibly important to the mathematics department as it is the last reliable opportunity we have to build upon mathematical foundations for upper level study.

At many of the universities where this course is taught for a wide audience of engineers and physicists, the course is a 4 hour course blending instruction of linear algebra topics into an ordinary differential equations course. Currently, both an introduction of selected linear algebra topics and differential equations are presented in the course, but without the benefit of the extra hour. This makes the course to be very full from a content perspective, and results in needed topics not being fully developed or omitted.

The department has discussed this proposal with Engineering and Physics, and together we have decided to request that the course have 3 hours per week of lecture, 1 hour per week of laboratory, and 4 semester credit hours.

MATH 361 and ENGR degree plan

Jessica Smith <jes98k@acu.edu>
To: Jess Dowdy <jtd10a@acu.edu>

Wed, Mar 7, 2018 at 2:46 PM

I think that's a fair assumption. I was able to get an answer to the process question from the provost's office this week, which was why I emailed Tim yesterday — but I just didn't know about the other degree plans.

I will attach your email along with Tim's to the MATH 361 proposal. We will remove one hour from Math/Science Selections for ENGR and remove one hour from electives for PHMT, PHYS, PHYN, and PHYM.

Thank you for your quick response! -j

On Wed, Mar 7, 2018 at 2:03 PM, Jess Dowdy <jtd10a@acu.edu> wrote:
Jessica:

Each of the Physics degrees, and thus tracks, has enough elective hours to take one hour from the general elective hours I believe. That is how I asked to handle this.

I asked David if I needed to also submit changes to my degrees along with his change, but I never got a reply. This question was aimed at process, and he might not have known the answer.

Jess

On Wed, Mar 7, 2018 at 11:00 AM, Jessica Smith <jes98k@acu.edu> wrote:

Tim, I'm glad you raised this question. David and Darby only mentioned the ENGR major in the council meeting, but I see now that PHMT (Physics and Mathematics), PHYS (Physics), PHYN (Engineering Physics), and PHYM (Medical Physics) also require the class.

As a side note, situations like this are why I'm really looking forward to implementing our new curriculum proposal software next year. It will show us collateral effects of changes to individual classes that may be included in degree plans outside the home department.

Jess, is there a clean solution to this question for the four tracks I've mentioned? Engineering chose to reduce the number of Math/Science Selection hours from 4 to 3. Would you reduce the number of elective hours available to each track, or is there another lever you would like to pull? If it's a simple elective reduction, it would be great to include a memo along the lines of the one Tim shared earlier. If it needs to be a more surgical solution, we'll have to run the degree plan change through as a separate council item in the next few weeks. Sorry to spring this on you. We can talk more if you'd like. Tracee is planning to deliver the council proposals to UUAC this afternoon, so let me know if I need to hold the MATH 361 one back.

Thanks again for seeing the issue, Tim! -j

On Wed, Mar 7, 2018 at 10:37 AM, Timothy Kennedy <timothy.kennedy@acu.edu> wrote:

No problem, will you need something from the Physics side as well? or is it more complicated with their multiple tracks?

Kind Regards,

Timothy Kennedy, PhD, PE
Executive Co-Director of Engineering
Assistant Professor of Engineering and Physics
Abilene Christian University
Phone: (325) 674-2854



March 7, 2018

UUAC:

The engineering program is in support of changing the credit-hour requirement for MATH 361 from 3 hours to 4 hours. As a result, the BSE degree will increase the required math selection for 361 to 4 hours and decrease the quantity of hours available in the Math/Science Selections menu from 4 hours to 3 hours.

If you have any additional questions please feel free to contact me
Sincerely,

Timothy Kennedy, Ph.D.
Executive Director of Engineering
Email: timothy.kennedy@acu.edu
Office: 325.674.2165

MATH 361 to affect degree plans

John Homer <jdh08a@acu.edu>

Thu, Mar 15, 2018 at 12:25 PM

To: Jessica Smith <jes98k@acu.edu>

Cc: David Hendricks <hendricksd@acu.edu>, Dana Pemberton <dlp94a@acu.edu>

Thanks for letting me know about this proposed change, since MATH 361 is in a menu for our Computing Theory track in the CS degree. I acknowledge and have no objections to this proposal.

Dr. John Homer

Director, School of IT & Computing
Abilene Christian University
jdh08a@acu.edu

On Mar 9, 2018, at 2:57 PM, Jessica Smith <jes98k@acu.edu> wrote:

David, John, and Dana —

The Math Department has put forward a proposal to change MATH 361 Ordinary Differential Equations from a 3-hour to a 4-hour class, and UUAC will hear the proposal after spring break.

The course is required outright in several degree plans, and we have updated those plans accordingly. You have or are connected to a degree plan that includes MATH 361 in a menu, so there's no pressure for you to change your degree plan. However, we wanted you to be aware of the proposal.

The registrar's office has identified the following degree plans that include MATH 361 on a menu:

- CS-CT (John)
- MASC, MATH-BA, and Math minor (David)
- MATT (David and Dana)

Students who don't have an extra hour to spare have other options in these menus.

Please let me or David know if you have any questions. Could you send me an email by Monday, March 19, to let me know you're aware of the change so we can include your acknowledgement with the proposal to UUAC?

Thanks,
Jessica

Jessica Smith, Ph.D.
Associate dean, College of Arts and Sciences
Associate professor, Journalism and Mass Communication
Abilene Christian University
325-674-2209

MATH 361 to affect degree plans

Dana Pemberton <dlp94a@acu.edu>

Thu, Mar 15, 2018 at 6:17 PM

To: Jessica Smith <jes98k@acu.edu>

Cc: David Hendricks <hendricksd@acu.edu>, John Homer <jdh08a@acu.edu>

I do not have a problem with it. I will defer to David on this one.

Dana Kenamer Pemberton, Ph.D.
Professor and Chair of Teacher Education
Abilene Christian University
Abilene, TX 79699
(325) 674-2112

On Fri, Mar 9, 2018 at 2:57 PM, Jessica Smith <jes98k@acu.edu> wrote:

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Jessica

Jessica Smith, Ph.D.
Associate dean, College of Arts and Sciences
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Abilene Christian University
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