

Approval Chart for Curriculum Changes

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

Course Number _____ or Degree Plan(s) BSSW to MSSW 4+1
 State the requested change and reason. A memo may be attached if more space is necessary.

Amended Proposal for a 4+1 MSSW Program
 See attached narrative description.
 Proposal would allow qualifying students to apply
 up to 8 hours toward the 128 hour undergraduate
 requirement,

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

		COUNCIL ³						
		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.	Course term(s)	A	I	A		I		I
4.	Content (substantive change)	A	A	A		I		A
5.	Number of hours (lecture, lab, contact)	A	A	A		A		A
6.	Course number within the hundred	A	A	I		I		I
7.	Course number beyond the hundred	A	A	A		A		A
8.	Prerequisites	A	A	A		I		I
9.	Course fee(s)	A	--	A		--		A
10.	From U to G or G to U	A	A	A		A		A
11.	Cross list with another department: U or G level	A	A	A		A		A
12.	Department of record	A	A	A		A		A
13.	Open or close a course	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

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										President	Faculty	Provost	GRAD	UUAC	UGEC	TEC	Deans	College Academic	Dept./School	Change to a Degree Plan	
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										
	Provost-Proposed Change	Provost	Department	Dean	TEC	UUAC	Graduate	Faculty	President	Board of Trustees
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	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 3-8-17

Curriculum/Catalog Changes Signature Page

Department/School Chair(s)	
 Signature	4/23/18 Approval date
_____ Signature	_____ Approval date

College Academic Council(s)	
_____ Signature	_____ Approval date
_____ Signature	_____ Approval date

Dean(s)	
 Signature	4, 23, 2018 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

Amended Proposal for 4 + 1 MSSW Program
ACU School of Social Work
April 2018

Description

Over the past several years, the Bachelor of Science in Social Work (BSSW) program has seen an increase in the number of upper level students desiring to take graduate level coursework during their junior and senior years. The implementation of “block tuition” has enabled students in this program to complete most coursework other than electives/Major Course Requirements and senior field placements prior to their last 2-4 semesters.

University policy allows seniors who are within 9 hours of graduation to take up to 6 graduate hours in “reserve” for graduate programs, and many BSSW students take advantage of that opportunity. However, there are at least two inherent problems with that option: (1) these courses do not count toward the student’s undergraduate degree, and (2) the strict sequencing of the MSSW curriculum does not lend itself to taking 6 graduate hours in the spring semester. While some students have successfully petitioned to take the 6 hours in fall and spring, this process is cumbersome and unpredictable.

To address these issues, the School of Social Work is proposing to offer an integrated degree plan for qualified BSSW students to gain early admission to the ACU MSSW program, and to count up to 8 hours of graduate coursework taken during their last 38 hours toward their undergraduate degree requirements.

Rationale and advantages

Allowing students in situations such as those above to achieve “early admission” into the MSSW program would achieve multiple positive outcomes, both for the students and the university. First, allowing students to begin their graduate work during their junior/senior years, while counting these classes toward elective/Major Course Requirement credits for the BSSW coursework, would position them to absorb a part of the financial burden of graduate school within the confines of block tuition, making the total cost to obtain the MSSW less. This would also allow them to take fewer overall hours during their MSSW (upon full admission after graduation from BSSW program). Additionally, allowing students to take a select number of hours in the MSSW program while enrolled as an undergraduate could increase retention of ACU students staying at ACU for their graduate professional degrees. Given current staffing and funding, the School of Social Work has the capacity to serve a total of 72 FTE students, based on accreditation guidelines. It is believed that approval of this proposal would increase the numbers of the already growing MSSW program even more.

Finally, the fact that ACU undergraduates will be able to elect graduate courses will enhance the challenge of their undergraduate experience.

As noted above, select BSSW student are already approved to take graduate coursework to count toward their MSSW degree through the “6 hour reserve” option in the graduate catalog. This proposal would enable those undergraduate students taking graduate courses to apply up to 8 hours toward the 128 hour undergraduate requirement; these courses would most often be used to satisfy BSSW undergraduate elective/Major Course requirements.

The precedent for this proposal has been established with the approval and enactment of several plans, including the BBA/Accounting to MACC program, the 3+2 Psychology program, and Social Work’s Accelerated MSSW Degree Plan that was approved in 2016. This latter program allows students who are *not* majoring in social work to take up to 24 hours of graduate coursework to count toward their undergraduate hours. This proposal seeks to establish an almost identical advantage for student who *are* majoring in social work at ACU.

If enrolled in the 4 + 1 program, the minimum number of hours a student could take while still graduating with both a BSSW and MSSW is 150 (120 undergraduate, 30 graduate). This proposal fully satisfies that requirement; under this schema, students would take a total of 158 hours (the full advanced standing MSSW program includes 38 hours, 8 of which are used to satisfy the university’s 128 hour undergraduate requirement, giving them at least 120 undergraduate hours and 38 graduate hours).

Catalog text – 4 + 1 MSSW Program

For BSSW majors who are committed to obtaining a graduate degree in social work, the School of Social Work offers an integrated degree plan with pre-admission into the advanced standing Masters of Science in Social Work program. BSSW students who meet the admission requirements the 4 + 1 program may take up to 8 hours of graduate course work within their final 38 hours of the undergraduate program.

The 8 hours of graduate course work will be chosen from the list below with consultation from the academic advisor as well as the graduate advisor in the School of Social Work. Students must have taken a minimum of 90 semester hours with an undergraduate GPA of 3.4 or higher to be considered for the program. Application can be made at any point after the student meets the minimum requirements as described above.

Interested students are encouraged to contact the Director of the MSSW in the School of Social Work to enroll in the 4 + 1 program. Application to MSSW program is not required to enroll in the 4 + 1 program. Students must apply to the ACU Graduate School for full admission to the ACU MSSW program to obtain full admission upon graduating with their BSSW. All policies and procedures for full admission to MSSW program are still applicable despite enrollment in 4 + 1 program. Admission to the 4 + 1 program does not guarantee full admission to the MSSW program.

Graduate courses will count as general elective or electives (Major Course Requirements) in the school of social work and may not be substituted for required courses in any other undergraduate major or department. In order maintain admitted status to the 4 + 1 program, students must make no grade lower than B in the graduate courses and maintain a cumulative undergraduate GPA of 3.4 or higher.

Courses BSSW students enrolled in 4 + 1 are eligible to take, during their final 38 hours:

SOCW 700-799