

Approval Chart for Curriculum Changes

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

College of Arts and Sciences

FEB 13 19

Dean's Office

BIOL 309, BIOL 332, BIOL 481,

Course Number BIOL 486, BIOL 487 or Degree Plan(s) _____

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

Currently, the course catalog states “A grade of ‘C’ or better must be achieved to enroll in subsequent Biology courses” for BIOL 112, BIOL 114, BIOL 113, and BIOL 115.” However, there have been some instances where students have somehow gotten around this or this is not clear to students. We propose keeping the current language for the course descriptions of BIOL 112, BIOL 114, BIOL 113, and BIOL 115 as well as adding clarification on the prerequisites of the subsequent individual Biology courses.

See the attached memo for the specific wording.

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	UAC	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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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										
	Provost-Proposed Change	Provost	Department	Dean	TEC	UAC	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.

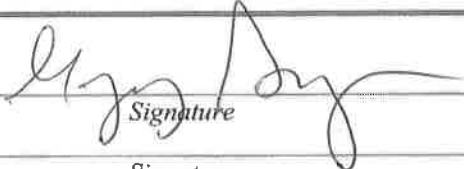
⁶ Courses that satisfy ACU's University Requirements (General Education) will normally have lower-level numbering, be free of prerequisites and co-requisites, appeal to more than one or two majors, and "not narrowly focus on those skills, techniques, and procedures specific to a particular occupation 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

Department/School Chair(s)	
 Signature	31 Jan. 2019 Approval date
 Signature	1/30/19 Approval date

College Academic Council(s)	
 Signature	3-25-19 Approval date
 Signature	 Approval date

Dean(s)	
 Signature	3/26/19 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

Memo

Specific wording changes to prerequisites for upper level biology courses.

BIOL 309 - Medicinal Botany

- Former: BIOL 112/BIOL 114 and BIOL 113/BIOL 115. Course fee.
- Proposed: BIOL 112/BIOL 114 and BIOL 113/BIOL 115 with minimum grade of "C." Course fee.

BIOL 332 - Mind and Wellness

- Former: BIOL 112/BIOL 114 and BIOL 113/BIOL 115.
- Proposed: BIOL 112/BIOL 114 and BIOL 113/BIOL 115 with minimum grade of "C."

BIOL 481 - Plant Systematics

- Former: BIOL 112/BIOL 114 and BIOL 113/BIOL 115. Course fee.
- Proposed: BIOL 112/BIOL 114 and BIOL 113/BIOL 115 with minimum grade of "C." Course fee.

BIOL 486 - Comparative Botany

- Former: BIOL 112, BIOL 114, BIOL 113, BIOL 115, and BIOL 351. Course fee.
- Proposed: BIOL 112/BIOL 114 and BIOL 113/BIOL 115 with minimum grade of "C" and BIOL 351. Course fee.

BIOL 487 - Comparative Zoology

- Former: BIOL 112, BIOL 114, BIOL 113, BIOL 115, and BIOL 351. Course fee.
- Proposed: BIOL 112/BIOL 114 and BIOL 113/BIOL 115 with minimum grade of "C" and BIOL 351. Course fee.