

Approval Chart for Curriculum Changes

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

College of Arts and Sciences

FEB 15 19

Dean's Office

Course Number BIOL 351 or Degree Plan(s) _____

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

BIOL 351 Genetics currently does not have appropriate prerequisites. This course requires a sufficient background in math for students to be successful.

BIOL 351 Genetics

Former: BIOL 112/114, 113/115.

Proposed: BIOL 112/BIOL 114 and BIOL 113/BIOL 115 with minimum grade of "C", and MATH 109 or higher.

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	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.

Approval Chart for Curriculum Changes

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

		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								I
8.	Major – Discontinue (proposed by the department or college)	A	A	A	A				A	A	A	I								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								I
16.	Degree – Discontinue (proposed by the department or college)	A	A	A	A				A	A	A	I								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	President	Faculty	Graduate	UUAC	TEC	Dean	Department	Provost	Provost-Proposed Change
I	A	A	A			R	R	A	1. Major/Graduate Program – Discontinue (proposed by the Provost)
	A		A			R	R	A	2. Minor – Discontinue (proposed by the Provost)
I	A	A	A			R	R	A	3. Degree – Discontinue (proposed by the Provost)

Approval Chart for Curriculum Changes

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

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 3-8-17

Curriculum/Catalog Changes Signature Page

Department/School Chair(s)	
<i>Thomas S. Lee</i> Signature	<i>31 Jan. 2019</i> Approval date
<i>Jennifer Huddleston</i> Signature	<i>1/30/19</i> Approval date

College Academic Council(s)	
<i>Jonathan Camp</i> Signature	<i>3-25-19</i> Approval date
_____ Signature	_____ Approval date

Dean(s)	
<i>[Signature]</i> Signature	<i>3/26/19</i> 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

Re: Proposed prerequisite change for Genetics & Biostatistics

1 message

Kim Pamplin <pamplink@acu.edu>

Fri, Feb 8, 2019 at 2:13 PM

To: Diana Flanagan <dlf09b@acu.edu>, Jennifer Huddleston <jrh11a@acu.edu>

Jennifer and Diana,

I see no problem with changing the prerequisites for Genetics and Biostatistics to what is stated below. This is essentially the same prerequisite as what we have for CHEM 133 General Chemistry I, so all of our majors have the same prerequisite before they begin any majors classes in our department. In our experience, we cannot remember students who needed to take MATH 109 and subsequently finished a degree in our department.

Kim

On Feb 6, 2019, at 4:39 PM, Diana Flanagan <dlf09b@acu.edu> wrote:

Kim,

Jennifer asked me to contact you to see if you would provide a letter of support regarding the prerequisite change for Genetics and Biostatistics. We are asking for the students to have completed at least Math 109 prior to enrolling into Genetics or Biostatistics. I told her that I had asked you and that you said that there would be no problem, but we need something in writing. I think a simple email will work.

Thank you for your time.
Diana Flanagan

On Fri, Feb 1, 2019 at 8:50 AM Diana Flanagan <dlf09b@acu.edu> wrote:

Kim,

Biology has been discussing prerequisites for different courses. We are considering adding the following prerequisite for both Biostatistics and Genetics:

- Former: Prerequisites: BIOL 112/114, 113/115.
- Proposed: Prerequisites: BIOL 112/114, 113/115; and MATH 109 with minimum grade of "C", or MATH 124, or MATH 185, or math placement testing into MATH 124 or 185

Looking at your area's math requirements, I do not expect an impact, but I wanted to reach out to you and make sure that there is not something that we are overlooking. If we move forward with this change, will it impact your majors too much? What are your thoughts?

Thank you,
Diana Flanagan

--
Diana L. Flanagan, Ph.D.
Assistant Professor of Biology
Assistant Director of Prehealth Professions Programs
Abilene Christian University
325-674-2749

--
Diana L. Flanagan, Ph.D.
Assistant Professor of Biology
Assistant Director of Prehealth Professions Programs
Abilene Christian University
325-674-2749

Genetics Prereq

1 message

Diana Flanagan <dlf09b@acu.edu>

Mon, Feb 11, 2019 at 12:23 PM

To: Jennifer Huddleston <jrh11a@acu.edu>

Jim,

Biology is in the process of getting all our documents ready to submit to the Academic Council. Below is what we are proposing to add to Genetics and Biostatistics. If we were to change the wording to MATH 109 or higher and add that as a prerequisite in addition to BIOL 112/114 and 113/115 for Genetics, would your department support the change? Please let me know your thoughts.

Thanks!

Diana

- Former: Prerequisites: BIOL 112/114, 113/115.
- Proposed: Prerequisites: BIOL 112/114, 113/115; and MATH 109 or higher

Jim Carpenter

Thu, Feb 7, 3:19 PM (4 days ago)

to me

Diana,

Sorry I didn't reply to your earlier message. Yes, we would support it.

In Him,

JimC

Diana L. Flanagan, Ph.D.
Assistant Professor of Biology
Assistant Director of Prehealth Professions Programs
Abilene Christian University
325-674-2749