

Approval Chart for Curriculum Changes

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

College of Arts and Sciences

FEB 13 19

Dean's Office

Course Number BIOL 491 or Degree Plan(s) _____

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

BIOL 491 Human Anatomy should have an additional prerequisite of "Junior standing" and clarification of the General Biology grade requirement. Experience with this course has shown us that upperclassmen do better in this course than sophomores. We have always advised against sophomores taking this course, but we could not stop them. With rare exceptions, sophomores who have taken this course in the past seven years have ended up dropping the course or earning a D or lower.

Former: BIOL 112/114 and BIOL 113/115. Concurrent enrollment in BIOL 493 required.

Proposed: BIOL 112/114 and BIOL 113/115 with minimum grade of "C" and Junior standing. Simultaneous enrollment in BIOL 493 required.

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.

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		COUNCIL ³								Board of Trustees
		Dept./School	College Academic	Deans	TEC	UGEC	UUAC	GRAD	Provost	
Change to a Degree Plan										
1.	University Requirements — Change in approved course content ⁶	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	--
3.	University Requirements — Add or drop a course from a menu within the University Requirements ⁶	A	--	--		A			A	--
4.	University Requirements — Change hours within a menu on the University Requirements chart ⁶	A	A	A		A			A	--
5.	Major — Revision of major ^{4,5}	A	A	A		A			A	--
6.	Major — Adopt or change admission requirements	A	A	A		A			A	--
7.	Major — Add ^{4,5}	A	A	A		A			A	I
8.	Major — Discontinue (proposed by the department or college)	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	--
11.	Minor — Revise course selection	A	A	A		I			I	--
12.	Minor — Add	A	A	A		A			A	--
13.	Minor — Discontinue (proposed by the department or college)	A	A	A		A			A	--
14.	Minor — Discontinue (proposed by the Provost)				See below.					
15.	Degree — Add	A	A	A		A			A	I
16.	Degree — Discontinue (proposed by the department or college)	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	--

		COUNCIL ³								Board of Trustees
		Provost	Department	Dean	TEC	UUAC	Graduate	Faculty	President	
Provost-Proposed Change										
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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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

Department/School Chair(s)	
<i>Thomas E. Self</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>Elyse Long</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: Prerequisites for BIOL 491

1 message

Sheila Jones <joness@acu.edu>
To: Jennifer Huddleston <jrh11a@acu.edu>

Wed, Dec 26, 2018 at 2:04 PM

Hi Jennifer,

This change is fine for our students. They have a GPA requirement and are mentored that they have to get mostly "As" and no "Cs" to get into PT schools.

Thanks,

Sheila

Sheila Jones, PhD, RD, LD
Chair, Department of Kinesiology and Nutrition
ACU Box 28084
Abilene, Texas 79699
(325) 674-2089

Romans 8:38-39

On Fri, Dec 21, 2018 at 9:10 AM Jennifer Huddleston <jrh11a@acu.edu> wrote:

Sheila,

The Biology Department is currently proposing several curricular changes to go through councils in the spring. One of the courses that we are proposing changing is BIOL 491 - Human Anatomy. The faculty of the Biology Department, have decided that it is in the best interest of our students to change the prerequisites for this course. Students in your department working toward the degree and track of Kinesiology, Pre-Physical Therapy, BS (KINE-KNPT) will be affected.

Here are the former and proposed prerequisites for BIOL 491:

- Former: BIOL 112/114 and BIOL 113/115. Concurrent enrollment in BIOL 493 required.
- Proposed: BIOL 112/114 and BIOL 113/115 with minimum grade of "C" and Junior standing. Concurrent enrollment in BIOL 493 required.

First, adding "with minimum grade of 'C'" is not a change. This has been the policy over the past several years, but we would like it to be more clear with each course in the catalog. Second, we believe that students will be more successful in this course if they are academically more mature (knowing how to study for and balance hard courses), thus the "and Junior standing" change. Experience with this course tells us that sophomores who attempt to take this course are typically unsuccessful. In the past 14 semesters that I have taught this course, only two sophomores have earned a "C" or better. The rest have dropped the course or earned below a "C." Those that drop end up retaking the course as a junior or senior and earn an "A" or "B."

Please let me know what you and your department think about this before we move forward to the councils in the early spring.

Dr. Jennifer R. Huddleston

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