

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 _____ or Degree Plan(s) BLOW

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

BLOW 305 Field Ecology of Birds is a course that must be closed due to lack of availability at Au Sable. BLOW 305 is a choice on a menu of options for the BLOW track. The course should be deleted from the track. See the attached proposed catalog changes.

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	UAC	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							President	Faculty	Graduate	UAC	TEC	Dean	Department	Provost	Provost-Proposed Change
1.	Major/Graduate Program — Discontinue (proposed by the Provost)	A	R	R		A			A		A						
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						

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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.

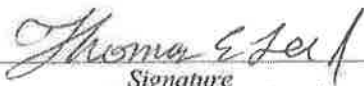
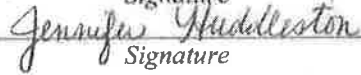
⁵ Program or course changes that apply to any major that includes Teacher Certification will be reviewed by the college, the Teacher Education Council (TEC), and then the UUAC.

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.

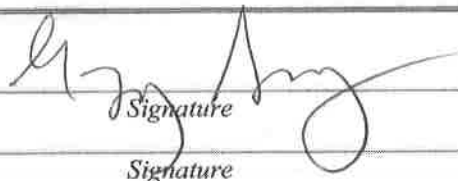
⁷ The UUAC approved the clarification that “general requirements for graduation” means the enumerated items in the “General Requirements for Bachelor’s Degrees” section of the catalog.

Revised 3-8-17

Curriculum/Catalog Changes Signature Page

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 3/20/19 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	

Wildlife Biology Track (BIOW)

- BIOL 345 - Range and Wildland Plants Credit Hours: 3
- BIOA 362 - Environmental Applications for Geographic Information Systems Credit Hours: 4 *
- BIOL 364 - Ecology Laboratory Credit Hours: 1
- BIOL 370 - Field Biology Credit Hours: 4
- *or*
- BIOA 305 - Field Ecology of Birds Credit Hours: 4 *
- BIOL 380 - General Mammalogy Credit Hours: 4
- BIOL 483 - Biostatistics Credit Hours: 3
- BIOL 481 - Plant Systematics Credit Hours: 4
- *or*
- BIOL 486 - Comparative Botany Credit Hours: 4
- BIOL 487 - Comparative Zoology Credit Hours: 4

*Course offered at Au Sable Institute. Travel to site required.

Total: 27 Credit Hours

Comment [MOU2]: Delete this entry.