

Approval Chart for Curriculum Changes

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

Course Number BIOL 403 or Degree Plan(s) _____

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

These changes have been proposed in order to allow the lab and lecture portions of courses to fulfill different areas of requirements in the degree plans for the concurrent revisions to biology majors as originally intended with the major degree plan revisions approved in 2018. Changes to the description are intended only to facilitate the splitting of lecture and lab. No changes in total hours for lab + lectures are proposed. No changes in the content of courses are intended.

4hrs

Marine Biology [BIOL 403] changed to:

– Marine Biology [BIOL 403] & Marine Biology Laboratory [BIOL 404]

3hrs

1 hr

Please find the associated syllabi for the proposed courses.

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

Change to a Course		Dept./School	College Academic	Deans	COUNCIL ³				Provost	President
					TEC	UGEC	UUAC	GRAD		
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	I
5.	Number of hours (lecture, lab, contact)	A	A	A		A			A	I
6.	Course number within the hundred	A	A	I		I			I	I
7.	Course number beyond the hundred	A	A	A		A			A	I
8.	Prerequisites	A	A	A		I			I	I
9.	Course fee(s)	A	--	A		--			A	I
10.	From U to G or G to U	A	A	A		A			A	I
11.	Cross list with another department: U or G level	A	A	A		A			A	I
12.	Department of record	A	A	A		A			A	I
13.	Open or close a course	A	A	A		A			A	I
14.	New course — See website for application and process. This change includes combining or splitting a course(s).	A	A	A		A			A	I

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	--	A									--
2.	University Requirements — Add or drop a required course from the University Requirements chart ⁶	A	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		A									--
4.	University Requirements — Change hours within a menu on the University Requirements chart ⁶	A	A	A	A				A	A	A		A									--
5.	Major — Revision of major ^{4,5}	A	A	A	A				A	--	A		A									--
6.	Major — Adopt or change admission requirements	A	A	A	A				A	--	A		A									--
7.	Major — Add ^{4,5}	A	A	A	A				A	A	A		A									I
8.	Major – Discontinue (proposed by the department or college)	A	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		A									--
11.	Minor — Revise course selection	A	A	A	I				I	--	I		I									--
12.	Minor — Add	A	A	A	A				A	--	A		A									--
13.	Minor – Discontinue (proposed by the department or college)	A	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		A									I
16.	Degree – Discontinue (proposed by the department or college)	A	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		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

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 8-26-19

Department/School Chair(s)	
<i>Thomas Lee Jr</i> Signature	<i>22 Jan. 2020</i> Approval date
_____ Signature	_____ Approval date

College Academic Council(s)	
<i>Justin Camp</i> Signature	<i>02/21/2020</i> Approval date
_____ Signature	_____ Approval date

Dean(s)	
<i>Angela</i> Signature	<i>3/17/2020</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

Course Syllabus for Marine Biology

BIOL 403.01

Summer I 2020

MTWR 8:00–11:50 am, Week 1&3

Onstead Science Center Room 215

Mission Statements:

ACU: The mission of Abilene Christian University is to educate students for Christian service and leadership throughout the world.

College of Arts and Sciences: The mission of the College of Arts and Sciences is to educate students for worldwide Christian service and leadership through programs of study and other learning experiences that blend a liberal arts education with professional and career education.

Biology Department: The Department of Biology educates students for Christian service and leadership by preparing them to become biological scientists, pre-college teachers, and health care professionals.

Instructor: Dr. Rebecca Hunter, Associate Professor

Office: Halbert-Walling, Room 228

Office Hours: 1-3 pm (MTWR) or appointment*

Phone: 325-674-2182

E-mail: rebecca.hunter@acu.edu

*E-mails are welcome at any time and can be used to schedule appointments outside office hours.

Course Description:

BIOL 403 Marine Biology (3-0-3), summer, even years. A study of the ecology, diversity, and systematics of marine invertebrates and vertebrates, and marine ecosystems. Concurrent enrollment in BIOL 404 required. Prerequisite: BIOL 121/BIOL 122 and BIOL 123/BIOL 124 with minimum grade of 'C' and consent of instructor.

Recommended Textbook:

Oceanography and Marine Biology: An Introduction to Marine Science, 1st edition, by Townsend (2012)

Purpose: This course covers the physical structure, organisms, and processes of the oceans, from intertidal to deep sea habitats. To understand the environments faced by marine biodiversity, we will survey the chemical and physical properties of oceans and major marine habitats. We will study the structure, adaptations, and life styles of organisms found over the range of habitats in the sea and learn about the dynamics of marine communities and processes affecting them. Special topics incorporated into the course will include recent research about marine environmental management and conservation.

Anticipated Outcomes and Competency Measures: This course introduces students to the patterns and processes of marine biodiversity and ecosystems with applications in careers in conservation and restoration biology, environmental engineering, natural resource management, and wildlife biology. Students will demonstrate 1) basic understanding of **marine ecosystems**; 2) basic knowledge and understanding of **marine biodiversity and evolution**; and 3) ability to interpret **scientific literature**. Competency in these areas will be assessed by your performance on quizzes and tests. Further information on each assessment method is given below.

Grade Assessment:

Grades	
Lecture Participation	(10%)
Midterm Exam	(40%)
Final Exam	(50%)

Grade Scale

A:	≥ 90%
B:	≥ 80%
C:	≥ 70%
D:	≥ 60%
F:	< 60%

Grades will be updated regularly on Canvas.

Lecture: Lecture meetings will be led by the instructor and cover the topics listed below. Some lecture topics will consist of basic knowledge, such as biodiversity and ecosystem processes, whereas other topics, such as scientific research literature, will involve substantial classroom discussion.

Schedule: * Any changes to schedule of topics will be communicated orally and/or in writing to students.

Week 1**Monday**

- 8: History of Marine Biology
- 9: Marine Geology
- 10: Seawater Properties
- 11: Water Movement

Tuesday

- 8: Marine Microbes
- 9: Marine Multicellular Primary Producers
- 10: Sponges
- 11: Cnidarians and Ctenophores

Wednesday

- 8: Marine Worms
- 9: Molluscs
- 10: Arthropods
- 11: Echinoderms

Thursday

- 8: **Midterm Exam**
- 9: 13_Invertebrate Chordates & Jawless Fish
- 10: 14_Jawed Fish
- 11: 14_Jawed Fish

Week 3**Monday**

Memorial Day holiday

Tuesday

- 8: Marine Reptiles
- 9: Seabirds
- 10: Marine Mammals
- 11: Intertidal Habitat

Wednesday

- 8: Estuaries
- 9: Coral Reefs
- 10: Open Sea
- 11: Deep Sea

Thursday

8: **Final Exam**

Exams: Lecture exams will be taken on paper in class and will include multiple choice, matching, T/F, and short answer questions. There will likely be one long answer question on each exam. Your grade will be based on a midterm exam, a final exam, and a participation grade. The final exam is comprehensive. See 'Schedule' for exam dates.

All quizzes, tests, and exams should be taken when scheduled. Make-up tests will be given only to those who provide prompt (either before the test or by the next class meeting) and documented excuses for 1) illness (with doctor's note), 2) death in immediate family (parents, siblings, grandparents; documentation required), or 3) official university business (with appropriate approvals).

The final will not be given early to any student for any reason. In order to make-up the final, you must have talked to me BEFORE missing the final so that we can make arrangements; and it must be for one of the three reasons listed above (you must have documentation!!). Under those circumstances, you may

take the final late. According to university policy, if a student misses a final test or examination with permission, the teacher will record an 'I' (incomplete) for the course grade. The final examination may be given at a later date (within the first 1/3 of the following semester) with permission from the college dean.

Lecture Participation: The participation grade is based on two factors: 1) your lecture attendance (12 points) and 2) your engagement during class (8 points).

- 1) Attendance: two points will be deducted from your participation grade for every hour of lecture that you miss, up to 12 points (the equivalent of missing 1.5 days, which equals six hours of lecture). **If you miss seven hours of lecture, I will drop you from the class with a 'WF' grade.**
- 2) Engagement: Marine Biology is a small class, so I hope students will feel comfortable answering/asking questions throughout lecture, and engaging with fellow students. Your engagement in class will be graded on an 8 point scale.

Academic Integrity: Academic integrity is defined as academic work completed as assigned for each class. Violations of academic integrity and other forms of cheating involve the intention to deceive, mislead, or misrepresent. Academic misconduct includes, but is not limited to, the following: 1) Cheating on tests and quizzes, 2) Failure to give credit to sources used in a work in an attempt to present the work as one's own, 3) Submission of papers or projects obtained from another source (e.g., research service or club paper file) as one's own, and 4) Falsifying information orally or in writing. Academic misconduct may result in, but is not limited to, a zero on the assignment and/or an F in the course. Additionally, the department chair, Dean of the College of Arts and Sciences, and the Dean of Student Life will be notified. See the full university policy, including how to appeal a decision, by following this link: <https://www.acu.edu/community/offices/administrative/office-of-the-provost/academic-integrity-policy/overview.html>

Learning Disabilities: If you have a documented disability and wish to discuss academic accommodations, you must contact the *ACU Student Disability Services Office* (part of *Alpha Academic Service*) at (325) 674-2667 or <https://www.acu.edu/community/offices/academic/uap/alpha-scholars/overview.html> to make an appointment with the Director of Disability Services. In order to receive accommodations, you must be registered with them for each class in which you need accommodations. They will make necessary arrangements in cooperation with instructors.

Behavior/Dress Code: Clothing and behavior should be appropriate to promote learning under lecture and/or laboratory conditions. Any behavior or dress that distracts other students or inhibits learning will receive one warning. If there is a second infringement, you will be asked to leave class. Harassment will not be tolerated: <http://www.acu.edu/community/offices/hr-finance/hr/title-ix/overview.html>

Faith and Inquiry: As with all areas worthy of inquiry, material in this course **will** challenge your understanding of the world (i.e. challenge your worldview). It is my objective as a mentor to provide the space for your questions and your personal development during this process because I believe that it is essential that we temper our faith through adversity. "Then we will no longer be infants, tossed back and forth by the waves, and blown here and there by every wind of teaching and by the cunning and craftiness of people in their deceitful scheming." (**Ephesians 4:14**).

Course Syllabus for Marine Biology Lab

BIOL 404.L1

Summer I 2020

MTWR 8:00 am–4:50 pm, Week 2

Lab will consist of travel to Key Largo, Florida.

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Phone: 325-674-2182

E-mail: rebecca.hunter@acu.edu

*E-mails are welcome at any time and can be used to schedule appointments outside office hours.

Course Description:

BIOL 404 Marine Biology Lab (0-3-1), summer, even years. A field course studying the open ocean and the intertidal zones in Florida or Honduras. Concurrent enrollment in BIOL 403 required. Prerequisite: BIOL 121/BIOL 122 and BIOL 123/BIOL 124 with minimum grade of 'C' and consent of instructor. Special travel fee and lab fee.

Recommended Textbook:

Oceanography and Marine Biology: An Introduction to Marine Science, 1st edition, by Townsend (2012)

Purpose: This field course provides experiential learning opportunities by bringing students into direct contact with ocean and intertidal habitats. Students will learn field work methods to collect data commonly utilized in marine research.

Anticipated Outcomes and Competency Measures: This course provides the opportunity to apply methods of marine biology with applications in careers in conservation and restoration biology, environmental engineering, natural resource management, and wildlife biology. Students will demonstrate 1) competence in field safety in marine environments; 2) competence in field sampling/data collection techniques used in marine research; and 3) ability to accurately identify marine organisms under field conditions. Competency in these areas will be assessed by your safe participation in field work and through daily quizzes. Further information on each assessment method is given below.

Grade Assessment:

Grades	
Lab Participation	(30%)
Quizzes	(70%)

Grade Scale

A:	≥ 90%
B:	≥ 80%
C:	≥ 70%
D:	≥ 60%
F:	< 60%

Grades will be made available on Canvas.

Lab Participation/Attendance: Travel to the field location is mandatory for course credit. Your participation on the field trip will be assessed by your general attitude and attention to field safety throughout the trip, your helpfulness with necessary trip duties (meal prep and clean up, etc.), and your attendance at all field trip events. Trip participation is graded on a 10 point scale.

Quizzes: Quizzes represent 70% of the final lab grade. 8 **quizzes** will be given (2 per day) covering the preceding lab activities since the previous quiz. The lowest quiz score will be dropped.

Academic Integrity: Academic integrity is defined as academic work completed as assigned for each class. Violations of academic integrity and other forms of cheating involve the intention to deceive, mislead, or misrepresent. Academic misconduct includes, but is not limited to, the following: 1) Cheating on tests and quizzes, 2) Failure to give credit to sources used in a work in an attempt to present the work as one's own, 3) Submission of papers or projects obtained from another source (e.g., research service or club paper file) as one's own, and 4) Falsifying information orally or in writing. Academic misconduct may result in, but is not limited to, a zero on the assignment and/or an F in the course. Additionally, the department chair, Dean of the College of Arts and Sciences, and the Dean of Student Life will be notified. See the full university policy, including how to appeal a decision, by following this link: <https://www.acu.edu/community/offices/administrative/office-of-the-provost/academic-integrity-policy/overview.html>

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Current:

Prerequisite: BIOL 112/BIOL 114 and BIOL 113/BIOL 115 with a minimum grade of "C"

This should be changed to:

Prerequisite: BIOL 121/BIOL 122 and BIOL 123/BIOL 124 with a minimum grade of "C"