

Approval Chart for Curriculum Changes

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

Course Number BIOL 345/ENVR 345 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.

↖ 3 hrs

Range and Wildland Plants [BIOL 345/ENVR345] changed to:

– Range and Wildland Plants [BIOL 345/ENVR345] & Range and Wildland Plants Lab [BIOL 346/ENVR346] 1 hr ↖ 2 hrs ↗

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										
	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								Board of Trustees
Provost-Proposed Change		Provost	Department	Dean	TEC	UUAC	Graduate	Faculty	President	
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	President
1.	General requirements for graduation including course requirements that are common to all majors for all degrees ⁷	--	--	--		A		A	A
2.	Admission requirements	--	--	--		A		A	A
3.	Policies governing academic probation and suspension	--	--	--		A		A	A
4.	Requirements for graduating with honors	--	--	--		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.

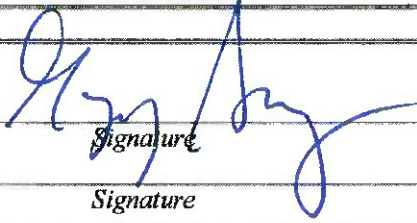
⁶ Courses that satisfy ACU's University Requirements (General Education) will normally have lower-level numbering, be free of prerequisites and co-requisites, appeal to more than one or two majors, and "not narrowly focus on those skills, techniques, and procedures specific to a particular occupation 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)	
 Signature	22 Jan. 2020 Approval date
_____ Signature	_____ Approval date

College Academic Council(s)	
 Signature	2/21/2020 Approval date
_____ Signature	_____ Approval date

Dean(s)	
 Signature	3/17/2020 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 Range and Wildland Plants

BIOL 345.01 & ENVR 345.01

Fall 2020

Lecture MW 1:00-1:50 pm; Onstead Science Center 261

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. Joshua Brokaw, Professor

Office: Halbert-Walling, Room 214

Office Hours: 8 am (MWF), 9 am (T), 8–11 am (R), or appointment*

Phone: 325-674-2168

E-mail: josh.brokaw@acu.edu

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

Course Description:

BIOL 345 Range and Wildland Plants (2-0-2), fall. Identification, classification, multiple use and economic value of native and introduced range and wildland plants in the Southwest. Concurrent enrollment in BIOL 346 required. Prerequisite: BIOL 121/BIOL 122 and BIOL 123/BIOL 124 with minimum grade of 'C' and BIOL 351 or Junior standing. **Same as ENVR 345.**

Textbook: Range Plants of North Central Texas, by Ricky J. Linex (2014)

Purpose: Range and Wildland Plants introduces aspiring naturalists and range and wildlife managers to field identification, sampling methods, ecology, and conservation of vascular plants as components of natural communities in Texas. Emphasis is placed upon on-sight examination of plants in communities such as prairies, shrublands, woodlands, and forests. Ecological features such as geology, soils, and plant zonation along ecological gradients such as soil chemistry and grazing pressure are examined in order to provide context and guidance for management and conservation practices.

Anticipated Outcomes and Competency Measures: This course provides the opportunity to learn foundational principles and methods of field botany and range science with applications in careers in agriculture, ecology, plant biology, and natural resource management. Students will demonstrate 1) basic understanding of vascular **plant morphology and classification**; 2) basic understanding of terrestrial **plant communities** of North America with special emphasis on central Texas; and 3) basic knowledge and understanding of **plant diversity and evolution**. Competency in these areas will be assessed by your performance on lecture and identification exams. Further information on each assessment method is given below.

Grade Assessment:Grades

Lecture Exam	(40%)
Identification Exam 1	(30%)
Identification Exam 2	(30%)

Grade Scale

A:	> 89.5%
B:	> 79.5%
C:	> 69.5%
D:	> 59.5%
F:	less than 59.5%

Lecture Exam: One lecture exam will cover the basic concepts of plant community ecology, and plant classification and terminology covered during lecture. Questions will be multiple choice.

Identification Exams: Identification Exams will consist of short answer questions. Questions will require students to identify species of plants (common and scientific names) and specific plant communities and basic ecological properties of the species and specific plant communities.

Exam Schedule:

Week 6	Identification Exam 1, Wednesday
Week 10	Lecture Exam, Monday
Week 16	Identification Exam 2 at final exam time.

Lecture: Lecture meetings will be led by the instructor and cover the topics listed below.

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

Plant Community Ecology Overview

Terminology Overview

Plant Classification, Species Concepts, and Evolution

Vegetation of North America Overview

Plant Communities of Texas

- | | |
|-----------------------------|---|
| - Mixed-grass Prairie | - Shortgrass Prairie/Semidesert Grassland |
| - Edwards Plateau | - Juniper/Pinyon/Alpine |
| - Shinnery Oak | - Chihuahuan Desert |
| - Cross Timbers | - Rio Grande Plains |
| - Riparian Scrub | - Coastal Plains |
| - Tallgrass Prairie/Savanna | - Piney Woods |

All exams should be taken when scheduled. If an acceptable excuse (as stated below) for missing a test is given, you may take it within a week upon your return. According to university policy, if a student misses a final examination/practical with permission, the teacher will record an "I" (incomplete) for the course grade. The final examination/practical may be given at a later date (within the first six weeks of the following semester), with permission from the college dean.

Attendance: Attendance is vital for success in this class. University policy states that students are allowed absences of no more than 6 MW meetings. These include "approved absences" as well as other absences. The **only** acceptable excuses for missing class are 1) illness with doctor's letter (note: the school medical clinic **does not** provide excuse notes under most circumstances), 2) death in immediate family (parents, siblings, grandparents), 3) official school trips (with **advance** approvals).

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 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: Proper attire is necessary for student health and safety and should be a serious consideration for any field class. Any behavior or dress that distracts other students from 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: Material in this course could challenge your understanding of the world. 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 Range and Wildland Plants Lab

BIOL 346.L1 & ENVR 346.L1

Fall 2020

Lab Wednesday 2:00-4:50 pm; McDaniel House 100

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. Joshua Brokaw, Professor

Office: Halbert-Walling, Room 214

Office Hours: 8 am (MWF), 9 am (T), 8–11 am (R), or appointment*

Phone: 325-674-2168

E-mail: josh.brokaw@acu.edu

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

Course Description:

BIOL 346 Range and Wildland Plants Lab (0-3-1), fall. Field application of skills related to identification and assessment of native and introduced range and wildland plants in the Southwest.

Concurrent enrollment in BIOL 345 required. Prerequisite: BIOL 121/BIOL 122 and BIOL 123/BIOL 124 with minimum grade of 'C' and BIOL 351 or Junior standing. **Same as ENVR 346.** Special travel fee and lab fee.

Textbook: Range Plants of North Central Texas, by Ricky J. Linex (2014)

Purpose: Range and Wildland Plants Lab provides field experience to introduce aspiring naturalists and range and wildlife managers to field identification, sampling methods, ecology, and conservation of vascular plants as components of natural communities in Texas. Emphasis is placed upon on-sight examination of plants in communities such as prairies, shrublands, woodlands, and forests. Ecological features such as geology, soils, and plant zonation along ecological gradients such as soil chemistry and grazing pressure are examined in order to provide context and guidance for management and conservation practices.

Anticipated Outcomes and Competency Measures: This course provides the opportunity to apply methods of field botany and range science. Students will demonstrate 1) basic understanding of vascular **plant morphology and classification** and 2) ability to **collect, identify, and prepare** plant voucher **specimens**. Competency in these areas will be assessed by your performance lab participation and field quizzes and practicals. Further information on each assessment method is given below.

Grade Assessment:

Grades	
Field Quizzes	(30%)
Field Practical	(70%)

Grade Scale

A:	(89.5%)	D:	(59.5%)
B:	(79.5%)	F:	less than (59.5%)
C:	(69.5%)		

Participation Field Quizzes: Lab participation is assessed by 5-question plant ID quizzes conducted in the field. Each question is worth 1 point. **Therefore, the minimum grade is a 5 for completed quizzes. However, a zero will be given for lack of participation.** Field experience is critical to this course, and all field trips will involve field ID quizzes to assess participation and to facilitate learning. Lab quizzes **may be cumulative** but will focus on plants learned during the **previous week**. It is possible to make up quizzes that are missed due to excused absences, but the **only** acceptable excuses for missing class are 1) illness with doctor's letter (note: the school medical clinic **is not obligated** to provide excuse notes under all circumstances), 2) death in immediate family (parents, siblings, grandparents), 3) official school trips (with **advance** approvals). A typical lab class would meet for 12–14 times during a semester. However, because extensive travel is needed for the study of vegetation, we will have two weekend field trips counted as equivalent to 2 labs. Wednesday afternoon labs will occur 10 times during the semester. **Lab has 10 required Wednesday meetings and two required weekend field trips.**

Field Practical: The field practical will consist of short answer questions in a field setting. Questions will require students to identify species of plants (common and scientific names) presented during field labs.

Lab Schedule: Schedule will be adjusted due to weather/field conditions if necessary

Week	Topic/Activity
1	Rhoden Farm: mixed-grass prairie/degraded rangeland, Wednesday
2	Brokaw Homestead: shinnery woodland/degraded rangeland, Wednesday
3	Abilene State Park: Edwards Plateau, Wednesday
4	Riparian canoe lab, Wednesday
5	Lake Fort Phantom loop, dry shrublands, Wednesday
6	Identification Exam 1, Wednesday
7	No lab Wednesday; sw Texas lab, Friday–Sunday
8	Wood Preserve: mixed-grass prairie, Wednesday; Homecoming Friday
9	ACU plants lab, Wednesday; Fall Break Friday
10	No lab Wednesday; se Texas lab, FridaySunday
11	Misc. plants lab, Wednesday
12	Field practical at undisclosed location, Wednesday
13	No lab Wednesday; specimens available in lab for study
14	Thanksgiving Nov. 27th
15	No lab Wednesday; specimens available in lab for study

All field quizzes and practicals should be taken when scheduled. If an acceptable excuse (as stated below) for missing a test is given, you may take it within a week upon your return. According to university policy, if a student misses a final examination/practical with permission, the teacher will record an "I" (incomplete) for the course grade. The final examination/practical may be given at a later date (within the first six weeks of the following semester), with permission from the college dean.

Extra Credit Plant Voucher Collections: A plant collection is not required for this course. However, in order to encourage independent study by students, the instructor will offer **up to 5 opportunities** to collect, identify, and mount desirable plant specimens. The student must present the plant specimen ahead of time to the instructor for the proposed extra credit. Usually, only species from Taylor and adjacent counties that are poorly represented in the ACU Herbarium will be accepted. The student must properly collect and preserve the specimen; demonstrate to the professor the criteria for identification using an accepted taxonomic key; and record the full collection data. **Each successful specimen will raise the final class average by 1 point.** The maximum extra credit allowed is a total of 5 points on the final average. The voucher collection is **due within two weeks of the collection agreement. No collections will be accepted after the 15th week; this ensures that all collection agreements must be made no less than two weeks prior to the 15th week.** Most plants will not be available this late in the fall anyway.

Attendance: Attendance is vital for success in this class. In addition to the lab participation quiz grade described above, university policy states that students are allowed absences of no more than 3 weekly meetings. These include “approved absences” as well as other absences. The **only** acceptable excuses for missing class are 1) illness with doctor’s letter (note: the school medical clinic **does not** provide excuse notes under most circumstances), 2) death in immediate family (parents, siblings, grandparents), 3) official school trips (with **advance** approvals).

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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Faith and Inquiry: Material in this course could challenge your understanding of the world. 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).

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"