

Approval Chart for Curriculum Changes

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

Course Number Nursing (BSN) or Degree Plan(s) BSN

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

The addition of a withdrawal limit to the catalog. This would limit the number of nursing (NURS) courses a student could withdraw from to only 1. Additional information: The ACU School of Nursing (SON) does not currently have a limit on withdrawals from nursing courses. The SON has had the issue of students withdrawing from courses repeatedly; some students have withdrawn from the same course multiple times. This has significant financial impacts for the students, their families, and places the integrity of course content (mainly exams) in jeopardy. Additionally, the students that this policy would impact have proven repeatedly that they cannot meet course outcomes. Most nursing programs place a limit on how many courses a student can either withdraw from and/or repeat. Again, this policy would only be applicable to NURS courses, leaving NURO and pre-nursing courses to fall outside of its restrictions. The official language would be:

Students may withdraw from a maximum of one (1) nursing (NURS) course during the nursing program. In the event a student is required to withdraw from the co-requisite of a course, the withdrawal of the co-requisite course does not count in the maximum withdrawal limit.

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

		COUNCIL ³							
	Change to a Course		C o l l e g e A c a d e m i c						
1.	Title (description unchanged)	A	A	A	I			I	I
2.	Description (not affecting content)	A	A	A	I			I	I

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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 <i>or</i> 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.

		D e p t . / S c h o o l	C o l l e g e A c a d e m i c	D e a n s	T E C	U G E C	U U A C	G R A D	P r o v o s t	F a c u l t y	P r e s i d e n t	B o a r d o f T r u s t e e s
	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.X	Major — Revision of major ^{4,5}	A	A	A		A			A	--	A	--
6.X	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	--

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	Change to the Catalog Information	Dep t./Sc hool	C o l l e g e A c a d e m i c	D e a n s	U C E C	U U A C	G R A D	P r o v o s t	F a c u l t y	Pr e s i d e n t
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.

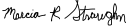
⁷ The UUAC approved the clarification that “general requirements for graduation” means the enumerated items in the “General Requirements for Bachelor’s Degrees” section of the catalog.

Revised 8-26-19

Curriculum/Catalog Changes Signature Page

Department/School Chair(s)	
 <i>Signature</i>	Dec 14, 2021 <i>Approval date</i>
<i>Signature</i>	<i>Approval date</i>

College Academic Council(s)	
 <i>Signature</i>	S.O.N. Admissions Committee Chair S.O.N. Academic Council Dec 18, 2021 Dec 14, 2021 <i>Signature</i> <i>Approval date</i>
<i>Signature</i>	<i>Approval date</i>

Dean(s)	
 <i>Signature</i>	Jan 3, 2022 <i>Approval date</i>
<i>Signature</i>	<i>Approval date</i>

Teacher Education Council	
<i>Chair's signature</i>	<i>Approval date</i>

General Education Council	
<i>Chair's signature</i>	<i>Approval date</i>

Undergraduate Academic Council	
<i>Chair's signature</i>	<i>Approval date</i>

Graduate Council	
<i>Chair's signature</i>	<i>Approval date</i>

Provost	
<i>Signature</i>	<i>Approval date</i>

Faculty	
<i>Chair of faculty senate</i>	<i>Approval date</i>

President	
<i>Signature</i>	<i>Approval date</i>

BSN Withdrawal Limit (Memo)

The School of Nursing (SON) currently has a policy in the student handbook that prevents a student who fails more than one nursing course from continuing in the program. The issue that has arisen involves students with unsatisfactory grades withdrawing from courses late in the semester in order to avoid a documented failure that could lead to their inability to continue in the program. Due to this issue, students are repeating nursing courses multiple times in order to be successful in the program when they should only be allowed to repeat a course once. This further compromises the integrity of the course work and exams given in the course. In response to this, the SON would like to implement a withdrawal limit specific to nursing courses for students enrolled in the program. By employing a withdrawal limit, the SON can attempt to uphold our original progression policies and professional standards.

Please note:

1. Students can still medically withdraw from all courses in the event they need to.
2. They can request an exception in cases of hardship which will be reviewed by administrative faculty.
3. This does allow for 1 withdrawal which ultimately provides an extra opportunity in the event a student needs it.