

Abilene Approval Chart for Curriculum Changes

A = Approve I = Information Item R = Respond in Writing

PHIL 378, PHIL 379

Course Number _____ PHIL 275, PHIL 380, PHIL 451, PHIL 478, PHIL 486, PHIL 487, PHIL 489, PHIL 490, PHIL 491, or Degree Plan(s) ____ State the requested change and reason. A memo may be attached if more space is necessary.

The philosophy minor has been moved from CAS to CBS, and we are relocating the classes to reflect this change.

The Philosophy Minor will continue to be categorized as an interdisciplinary program in the catalog.

NOTE from CASAC:

We strongly recommend that CBS keep the PHIL prefix of these courses to preserve transferability.

Jonathan Camp

Indicate the requested change.

	Change to a Course	Dept./School ¹	College	Dean	TEC	UGEC	AUAC/Grad	Provost	President
1.	Title (description unchanged)	A	A	A	I	-	I	I	I
2.	Description (not affecting content)	A	A	A	I	-	I	I	I
3.	Course term(s)	A	I	A	I	-	I	I	I
4.	Content (change of course outcomes)	A	A	A	I	-	I	A	I
5.	Number of hours (lecture, lab, contact)	A	A	A	A	-	A	A	I
6.	Course number within the hundred	A	A	I	I	-	I	I	I
7.	Course number beyond the hundred	A	A	A	A	-	A	A	I
8.	Prerequisites	A	A	A	I	-	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	A	I
11.	Cross-list course	A	A	A	A	-	A	A	I
[12.]	Department of record	A	A	A	A	-	A	A	I
13.	Close a course	A	A	A	A	-	A	A	I

Abilene Approval Chart for Curriculum Changes

A = Approve I = Information Item R = Respond in Writing

14.	New course (includes combining or splitting courses)	A	A	A	A	–	A	A	I
-----	--	---	---	---	---	---	---	---	---

	Change to the University Requirements (All Campuses)	Dept./School ¹	College	Dean	TEC	UGEC	AUAC/Grad	Provost	Faculty	President	Trustees
1.	University Requirements — Change course outcomes of an included course ²	A	A	A	–	A	–	A	–	A	–
2.	University Requirements — Add or drop a required course from the University Requirements ²	A	A	A	–	A	–	A	A	A	–
3.	University Requirements — Add or drop a course from a menu within the University Requirements ²	A	–	–	–	A	–	A	–	A	–
4.	University Requirements — Change hours within a menu in the University Requirements ²	A	A	A	–	A	–	A	A	A	–
	Change to Catalog Information (for Campus)										
1.	General Requirements for Bachelor's Degrees and Associate's Degrees	–	–	–	–	–	A	A	A	A	–
2.	Policies governing academic probation and suspension	–	–	–	–	–	A	A	A	A	–
3.	Requirements for graduating with honors	–	–	–	–	–	A	A	A	A	–
	Change to a Degree Plan Proposed by Faculty or College										
5.	Educational Program — Revise ³	A	A	A	A	–	A	A	–	A	–
6.	Educational Program — Adopt/change admission requirements	A	A	A	A	–	A	A	–	A	–
7.	Educational Program — Add ³	A	A	A	A	–	A	A	A	A	I
8.	Educational Program — Discontinue	A	A	A	A	–	A	A	A	A	I
9.	GPA — Revise program-required GPAs	A	A	A	A	–	A	A	–	A	–
10.	Minor — Revise	A	A	A	I	–	I	I	–	I	–
11.	Minor — Add	A	A	A	A	–	A	A	–	A	–
12.	Minor — Discontinue	A	A	A	A	–	A	A	–	A	–
13.	Degree — Add	A	A	A	A	–	A	A	A	A	I
14.	Degree — Discontinue	A	A	A	A	–	A	A	A	A	I
	Change to a Degree Plan Proposed By Provost										
15.	Educational Program — Discontinue	R	–	R	A	–	A	A	A	A	I
16.	Minor — Discontinue	R	–	R	A	–	A	A	–	A	–
17.	Degree — Discontinue	R	–	R	A	–	A	A	A	A	I

¹ 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.

² Courses that satisfy ACU's University Requirements 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.

³ For undergraduate majors, a minimum of 30 hours is required. These programs must have a minimum of 6 elective hours, unless the requirements of external accrediting bodies make it impossible.

Department/School Chair(s)	
 Signature	<u>9-14-22</u> Approval date
 Signature	<u>Sep 16, 2022</u> Approval date

College Academic Council(s)	
<u>Christopher R. Huston</u> Signature	<u>9-15-22</u> Approval date
<u>Jonathan Camp</u> Signature	<u>Sep 21, 2022</u> Approval date

Dean(s)	
 Signature	<u>9-15-22</u> Approval date
 Signature	<u>Sep 21, 2022</u> Approval date

Teacher Education Council	
 Chair's signature	 Approval date

University General Education Council	
 Chair's signature	 Approval date

Abilene 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: approvals for A&H Gen Ed menu

3 messages

Jessica Smith <jes98k@acu.edu>

Thu, Sep 15, 2022 at 9:38 AM

To: Christopher Hutson <cxh04c@acu.edu>, Jon Camp <jwc03b@acu.edu>

Cc: Rodney Ashlock <ashlockr@acu.edu>, Straughn Greg <gregory.straughn@acu.edu>

Chris and Jon —

In order to get through the six approval points at the department and college levels and have all six signatures on the same piece of paper, I'd recommend getting the DBMM, CBS, and Ken's approvals straight through the Bible chain first, and then Chris would send the proposal to Jon instead of the registrar's office. Jon could then route the proposal from E&P to CASAC to Greg, and from there, CAS would send it on to the registrar. Using our college chains may be more efficient than bouncing across campus to do each of the department, college council, and dean approvals consecutively.

Of course, as long as it makes it to the university council with all of the signatures, any approach that you take will be fine! -j

Jessica Smith, Ph.D.

Associate Provost for Curriculum and Assessment

Abilene Christian University

325-674-2024

On Wed, Sep 14, 2022 at 3:44 PM Fred Aquino <aquinoof@acu.edu> wrote:

Chris, Greg, and Rodney,

Attached is the approval form that relocates the philosophy classes from CAS to CBS. Please let me know if you have any questions. If not, please make sure we have all the relevant suggestions (per Jessica Smith) and submit it to Karen Witemeyer in the registrar's office.

Fred

On Wed, Sep 14, 2022 at 3:01 PM Jessica Smith <jes98k@acu.edu> wrote:

Hello, Chris and Fred —

Thanks for the questions!

The first priority this week is the applications to the general education menus. I have attached a copy of the approval chart that you can use. Adding a course to a gen ed menu is on the second page; it's No. 3 under the "Change to the University Requirements" heading. The approval chart, menu application form, and syllabus will do it. Once Rodney signs for the department, the application can go straight to Karen Witemeyer in the registrar's office.

This goes slightly out of order in that we'd rather re-establish the curricular home before seeing other applications for you. However, our gen ed timeline is pretty tight, and I am confident that we can route these requests simultaneously. In order to move the courses to DBMM, you can fill out a single approval chart and list all PHIL courses on it. Attach a memo or use the small narrative box on the approval chart that notes that the advisor of this interdisciplinary minor has changed, and we're relocating the courses to reflect that. The approval chart should have signatures from E&P and DBMM at the department level, and it should similarly be signed by the CAS and CBS academic councils and deans. Everyone is going to be agreeable to the move to reflect how we're already operating, but you can see why it will take some time to review and advance.

Fred, I appreciate your work on this and Chris, the assistance that you're offering! -j

Jessica Smith, Ph.D.

Associate Provost for Curriculum and Assessment

Abilene Christian University

325-674-2024

On Wed, Sep 14, 2022 at 1:09 PM Christopher Hutson <cxh04c@acu.edu> wrote:

Jessica,

I'm working with Fred Aquino on the Philosophy Minor. As you know, CAS has finally relinquished ownership of the Philosophy Minor to DBMM within CBS. So we have two questions.

First, do we need to go through a whole approval process for each PHIL course, checking the box #12 "**Department of Record**," or is that change of department already accomplished at the university level?

Second, we understand that the UGEC has emptied all GenEd menus and is inviting departments to submit new applications to put courses onto each menu, often simply reinstating courses that were there before. As you know, several PHIL courses were on the **Arts & Humanities menu**, and we want to keep them there. Fred is trying to file paperwork this week, but the official form says to submit an "approval chart" with the application. The official approval chart that we use for most course changes does not include a box for adding a course to a UGEC menu. So do we use that chart anyway, or is there some other approval form for UGEC menus?

I am copying Fred on this, so if you "reply all," he will see your response directly and know how to proceed.

We want to be sure all the right paperwork is in place so that PHIL courses are properly in the system.

Thanks,

~Chris

Christopher R. Hutson, PhD

Professor of Bible, Missions & Ministry
Associate Dean, College of Biblical Studies
ACU Box 29400
Abilene, TX 79699
(325) 674-3700
crhutson@acu.edu

—
Professor of Theology and Philosophy
Graduate School of Theology
Abilene Christian University
Abilene, TX 79699

<https://acu.academia.edu/FrederickAquino>; <https://global.oup.com/academic/product/the-oxford-handbook-of-the-epistemology-of-theology-9780199662241?lang=en&cc=gb#> <http://www.amazon.com/Receptions-Newman-Frederick-D-Aquino/dp/0199687587>

Phone: (325) 201-0887

Jon Camp <jwc03b@acu.edu>

Thu, Sep 15, 2022 at 10:32 AM

To: Jessica Smith <jes98k@acu.edu>

Cc: Christopher Hutson <cxh04c@acu.edu>, Rodney Ashlock <ashlockr@acu.edu>, Straughn Greg <gregory.straughn@acu.edu>

Sounds good.

Chris, I'll await the baton handoff from you.

[Quoted text hidden]

—

Jonathan W. Camp, PhD
Abilene Christian University
Associate Dean, College of Arts & Sciences

Christopher Hutson <cxh04c@acu.edu>

Thu, Sep 15, 2022 at 9:28 PM

To: Jessica Smith <jes98k@acu.edu>

Cc: Jon Camp <jwc03b@acu.edu>, Rodney Ashlock <ashlockr@acu.edu>, Straughn Greg <gregory.straughn@acu.edu>

Oops. Jessica,

This sounds like a great plan, but I was rushing from one thing to another all day today and had no time to check email. So I did sign the documents, as did Rodney and Ken. And I told Deborah Niccum to send them on to you for the UGEC. I may be able to intercept them tomorrow morning and reroute them to Jon. But they may come to your office before I can do that.

Oh, well. At least they're on the way.

~Chris

Christopher R. Hutson, PhD

Professor of Bible, Missions & Ministry

Associate Dean, College of Biblical Studies

ACU Box 29400

Abilene, TX 79699

(325) 674-3700

crhutson@acu.edu

On Thu, Sep 15, 2022 at 9:38 AM Jessica Smith <jes98k@acu.edu> wrote:

[Quoted text hidden]

Philosophy Minor -- PHIL 378 and 379?

9 messages

Jon Camp <jwc03b@acu.edu>

Mon, Sep 26, 2022 at 9:00 AM

To: Tim Head <tlh07b@acu.edu>, Rodney Ashlock <ashlockr@acu.edu>, Christopher Hutson <cxh04c@acu.edu>, Gregory Straughn <gregory.straughn@acu.edu>, Jessica Smith <jes98k@acu.edu>
Cc: Karen Witemeyer <kmw03d@acu.edu>

All,

After Tim Head, CASAC, and Greg all approved the rehomeing of the Philosophy Minor to DBMM, I sent the file to Karen Witemeyer. Karen discovered that PHIL 378 and 379 was left off the approval form. Was that a mistake or intentional? I believe DBMM originated this form.

Thanks!

- Jon

--

Jonathan W. Camp, PhD
Abilene Christian University
Associate Dean, College of Arts & Sciences

Christopher Hutson <cxh04c@acu.edu>

Mon, Sep 26, 2022 at 9:44 AM

To: Jon Camp <jwc03b@acu.edu>, Fred Aquino <aquino@acu.edu>
Cc: Tim Head <tlh07b@acu.edu>, Rodney Ashlock <ashlockr@acu.edu>, Gregory Straughn <gregory.straughn@acu.edu>, Jessica Smith <jes98k@acu.edu>, Karen Witemeyer <kmw03d@acu.edu>

Jon,

I am copying Fred Aquino on this. He is the best one to answer your question about PHIL 378 and 379.

Note that PHIL 379 is cross-listed as BIBP 379. Same course. So if we approve one prefix, we should approve both. I would be happy to say that is implied in the signatures we already have, but if we need to generate new paperwork, okay.

Note that PHIL 378 is cross-listed as PHYS 378. Was PHYS 378 on the list? If so, I'd be happy to say that PHIL 378 was implied. But, again, if we need to generate new paperwork, okay.

Fred, were the omissions of PHIL 378 and PHIL 379 just oversights?

-Chris

Christopher R. Hutson, PhD

Professor of Bible, Missions & Ministry
Associate Dean, College of Biblical Studies
ACU Box 29400
Abilene, TX 79699
(325) 674-3700
crhutson@acu.edu

[Quoted text hidden]

Fred Aquino <aquino@acu.edu>

Mon, Sep 26, 2022 at 11:00 AM

To: Christopher Hutson <cxh04c@acu.edu>
Cc: Jon Camp <jwc03b@acu.edu>, Tim Head <tlh07b@acu.edu>, Rodney Ashlock <ashlockr@acu.edu>, Gregory Straughn <gregory.straughn@acu.edu>, Jessica Smith <jes98k@acu.edu>, Karen Witemeyer <kmw03d@acu.edu>

PHIL 378 (though this has not been taught for some time) and PHIL 379 should be included; sorry for the confusion.

Fred

[Quoted text hidden]

--

Professor of Theology and Philosophy
Graduate School of Theology
Abilene Christian University
Abilene, TX 79699

<https://acu.academia.edu/FrederickAquino>; <https://global.oup.com/academic/product/the-oxford-handbook-of-the-epistemology-of-theology-9780199662241?lang=en&cc=gb#> <http://www.amazon.com/Receptions-Newman-Frederick-D-Aquino/dp/0199687587>

Phone: (325) 201-0887

Karen Witemeyer <kmw03d@acu.edu>

Mon, Sep 26, 2022 at 11:13 AM

To: Fred Aquino <aquinoof@acu.edu>

Cc: Christopher Hutson <cxh04c@acu.edu>, Jon Camp <jwc03b@acu.edu>, Tim Head <tlh07b@acu.edu>, Rodney Ashlock <ashlockr@acu.edu>, Gregory Straughn <gregory.straughn@acu.edu>, Jessica Smith <jes98k@acu.edu>

Thank you for the clarification, Dr. Aquino. Since the intent of the proposal is to move all courses associated with the Philosophy minor to CBS, I think we can simply add the overlooked courses to the list on the existing proposal and move forward without having to generate any new paperwork.

One additional clarification question - Currently the Philosophy minor is housed in the [Interdisciplinary Degrees and Majors](#) section of the catalog. Is it your intent to leave it there and just switch ownership of the courses to CBS, or do you intend to have the minor listed on the [Bible, Missions and Ministry department page](#)?

Thank you for your help, everyone!

~Karen

[Quoted text hidden]

--

Karen Witemeyer
ACU Catalog Specialist
kmw03d@acu.edu

Jessica Smith <jes98k@acu.edu>

Mon, Sep 26, 2022 at 12:21 PM

To: Christopher Hutson <cxh04c@acu.edu>

Cc: Karen Witemeyer <kmw03d@acu.edu>, Fred Aquino <aquinoof@acu.edu>, Jon Camp <jwc03b@acu.edu>, Tim Head <tlh07b@acu.edu>, Rodney Ashlock <ashlockr@acu.edu>, Gregory Straughn <gregory.straughn@acu.edu>

Hi, all —

The intent in starting this process was to move the courses over so that Fred can make changes as necessary but to leave Philosophy as an interdisciplinary minor. Our interdisciplinary programs either draw from multiple disciplines or represent an area in which faculty from multiple departments may teach. For ACU, philosophy is the second.

Although Fred is currently the primary faculty member serving the program with Vic in regular rotation because of Ethics, it wouldn't always be the case, as when Paul Morris led the minor from Physics for many years. We use a co-teaching model in several of our courses, and some (e.g., political philosophy) would definitely use faculty from other disciplines.

The move of the courses is an infrequent but necessary process for our interdisciplinary programs when the program director changes. It's rare for our interdisciplinary programs to have a block of courses that need to be picked up and moved when this change occurs, so I understand why the lines might seem blurry in this case, but this approach has worked well for us in interdisciplinary programs for quite awhile!

In this case, moving the courses but not the minor will be the best solution. As the program director, Fred can still initiate revisions to the minor's curriculum with no problem. Changes to the courses would go to DBMM, CBS, and then AUAC for as long as Fred or a CBS faculty member directs the program; revisions to the minor curriculum would go directly from Fred to AUAC since the campus council serves this role for programs without an academic unit.

Please let me know if you have other questions about this change!

Jessica

Jessica Smith, Ph.D.
Associate Provost for Curriculum and Assessment
Abilene Christian University
325-674-2024

On Mon, Sep 26, 2022 at 12:05 PM Christopher Hutson <cxh04c@acu.edu> wrote:

[Quoted text hidden]

Greg Straughn <gbs00a@acu.edu> Mon, Sep 26, 2022 at 12:39 PM
Reply-To: gregory.straughn@acu.edu
To: Jessica Smith <jes98k@acu.edu>
Cc: Christopher Hutson <cxh04c@acu.edu>, Karen Witemeyer <kmw03d@acu.edu>, Fred Aquino <aquinoof@acu.edu>, Jon Camp <jwc03b@acu.edu>, Tim Head <tlh07b@acu.edu>, Rodney Ashlock <ashlockr@acu.edu>, Gregory Straughn <gregory.straughn@acu.edu>

Thank you, Jessica. I concur about leaving the Philosophy program in the Interdisciplinary section of the catalog. That was my initial understanding as well.

The counsel process you outlined seems to support this as well.

Thanks again for everyone's engagement in this process,

Greg

[Quoted text hidden]

--

Gregory Straughn, PhD
Dean, College of Arts and Sciences
Abilene Christian University