

## Abilene Approval Chart for Curriculum Changes

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

Course Number JMC 492 or Degree Plan(s) \_\_\_\_\_

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

Change term from fall, spring to spring.

Indicate the requested change.

|     | Change to a Course                                   | Dept./School <sup>1</sup> | 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         |
| 14. | New course (includes combining or splitting courses) | A                         | A       | A    | A   | —    | A         | A       | I         |

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|     | <b>Change to the University Requirements<br/>(All Campuses)</b>                                            | <b>Dept./School<sup>1</sup></b> | <b>College</b> | <b>Dean</b> | <b>TEC</b> | <b>UGEC</b> | <b>AUAC/Grad</b> | <b>Provost</b> | <b>Faculty</b> | <b>President</b> | <b>Trustees</b> |
|-----|------------------------------------------------------------------------------------------------------------|---------------------------------|----------------|-------------|------------|-------------|------------------|----------------|----------------|------------------|-----------------|
| 1.  | University Requirements — Change course outcomes of an included course <sup>2</sup>                        | A                               | A              | A           | —          | A           | —                | A              | —              | A                | —               |
| 2.  | University Requirements — Add or drop a required course from the University Requirements <sup>2</sup>      | A                               | A              | A           | —          | A           | —                | A              | A              | A                | —               |
| 3.  | University Requirements — Add or drop a course from a menu within the University Requirements <sup>2</sup> | A                               | —              | —           | —          | A           | —                | A              | —              | A                | —               |
| 4.  | University Requirements — Change hours within a menu in the University Requirements <sup>2</sup>           | A                               | A              | A           | —          | A           | —                | A              | A              | A                | —               |
|     | <b>Change to Catalog Information<br/>(for Campus)</b>                                                      |                                 |                |             |            |             |                  |                |                |                  |                 |
| 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                | —               |
|     | <b>Change to a Degree Plan<br/>Proposed by Faculty or College</b>                                          |                                 |                |             |            |             |                  |                |                |                  |                 |
| 5.  | Educational Program — Revise <sup>3</sup>                                                                  | 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 <sup>3</sup>                                                                     | 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               |
|     | <b>Change to a Degree Plan<br/>Proposed By Provost</b>                                                     |                                 |                |             |            |             |                  |                |                |                  |                 |
| 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               |

<sup>1</sup> When an academic unit does not have a council, the UGEC and/or AUAC will serve as its academic council, depending on the nature of the issue.

<sup>2</sup> 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.

<sup>3</sup> 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.

Revised 8-29-22

|                                                                                               |                                |
|-----------------------------------------------------------------------------------------------|--------------------------------|
| <b>Department/School Chair(s)</b>                                                             |                                |
| <br>Signature | Oct. 24, 2022<br>Approval date |
| _____<br>Signature                                                                            | _____<br>Approval date         |

|                                    |                        |
|------------------------------------|------------------------|
| <b>College Academic Council(s)</b> |                        |
| _____<br>Signature                 | _____<br>Approval date |
| _____<br>Signature                 | _____<br>Approval date |

|                                                                                                |                              |
|------------------------------------------------------------------------------------------------|------------------------------|
| <b>Dean(s)</b>                                                                                 |                              |
| <br>Signature | Nov 8, 2022<br>Approval date |
| _____<br>Signature                                                                             | _____<br>Approval date       |

|                                  |                        |
|----------------------------------|------------------------|
| <b>Teacher Education Council</b> |                        |
| _____<br>Chair's signature       | _____<br>Approval date |

|                                             |                        |
|---------------------------------------------|------------------------|
| <b>University General Education Council</b> |                        |
| _____<br>Chair's signature                  | _____<br>Approval date |

|                                               |                        |
|-----------------------------------------------|------------------------|
| <b>Abilene Undergraduate Academic Council</b> |                        |
| _____<br>Chair's signature                    | _____<br>Approval date |

|                            |                        |
|----------------------------|------------------------|
| <b>Graduate Council</b>    |                        |
| _____<br>Chair's signature | _____<br>Approval date |

|                    |                        |
|--------------------|------------------------|
| <b>Provost</b>     |                        |
| _____<br>Signature | _____<br>Approval date |

|                                  |                        |
|----------------------------------|------------------------|
| <b>Faculty</b>                   |                        |
| _____<br>Chair of Faculty Senate | _____<br>Approval date |

|                    |                        |
|--------------------|------------------------|
| <b>President</b>   |                        |
| _____<br>Signature | _____<br>Approval date |