

Abilene Approval Chart for Curriculum Changes

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

Course Number: KINE 205- Introduction to Kinesiology

or Degree Plan(s):

		Dept./School	College	Dean	TEC	AUAC/Grad	Provost
	Campus-Level Academic Review¹						
	Change to a Course Include signatures from all chairs/program directors for cross-listed courses. ¹						
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 (change of course outcomes)	A	A	A	I	I	A
5.	Number of credit hours	A	A	A	A	A	A
6.	Course number within the hundred	A	A	I	I	I	I
7.	Course number beyond the hundred	A	A	A	A	A	A
8.	Prerequisites	A	A	A	I	I	I
9.	Course restriction (e.g., majors only, junior standing)	A	A	A	A	A	A
10.	Level change (U to G or G to U)	A	A	A	A	A	A
11.	Cross list course	A	A	A	A	A	A
12.	Department of record	A	A	A	A	A	A
13.	Open or close a course	A	A	A	A	A	A
	Change to a Degree Plan						
14.	Educational Program — Revise	A	A	A	A	A	A
15.	Educational Program — Adopt/revise admission requirements	A	A	A	A	A	A
16.	GPA — Revise program-required GPA	A	A	A	A	A	A
17.	Minor — Revise	A	A	A	A	A	A

		Dept./School	College	Dean	TEC	AUAC/Grad	Provost	Campus Faculty	Senior VPAA	President
	Full Review									
	Change to Catalog Information (for Campus)									
18.	General requirements for Bachelor's and Associate Degrees	-	-	-	-	A	A	A	A	I
19.	Policies governing academic probation and suspension	-	-	-	-	A	A	A	A	I
20.	Requirements for graduating with honors	-	-	-	-	A	A	A	A	I
	Change to a Degree Plan									
21.	Educational Program — Add or Discontinue ²³	A	A	A	A	A	A	A	A	I
22.	Educational Program — Discontinue (Provost-proposed)	R	-	R	A	A	A	A	A	I
23.	Minor — Add or Discontinue	A	A	A	A	A	A	-	A	I
24.	Minor — Discontinue (Provost-proposed)	R	-	R	A	A	A	-	A	I
25.	Degree — Add or Discontinue	A	A	A	A	A	A	A	A	I
26.	Degree — Discontinue (Provost-proposed)	R	-	R	A	A	A	A	A	I

		Dept./School	College	Dean	AUAC	Provost	UGEC	University Faculty	Senior VPAA	President
	Change to General Education Requirements for Undergraduates (System)									
27.	Change course outcomes of an included course	A	A	A	A	A	A	-	A	I
28.	Add or drop a required course from the General Education Requirements	A	-	A	-	A	A	A	A	I
29.	Add or drop a course from a menu within the General Education Requirements	A	-	A	-	A	A	-	A	I
30.	Comprehensive revision of General Education Requirements	-	-	-	-	A	A	A	A	I

Notes

² Any change to a cross-listed course requires the signature of both department chairs or program directors overseeing the course to ensure that the courses stay in sync. This includes courses taught at other campuses (e.g. BIBL 101 and BIBO 101).

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. Master's programs must include a minimum of 30 hours, and doctoral programs must include a minimum of 30 hours beyond the master's.

⁴ When a department/school or dean proposes closing a program, approval routing follows the typical process beginning with the department/school. An administrative proposal by the provost or senior vice president for academic affairs would follow the "provost-proposed" routing on the chart.

Updated 8/1/2023

Department/School(s)



3/9/24

Chair Signature

Date

Chair/Program Director Signature

Date

College Academic Council(s)



Apr 1, 2024

Chair Signature

Date

Chair Signature

Date

Dean(s)



Apr 3, 2024

Signature

Date

Signature

Date

Teacher Education Council

Signature

Date

**Campus Academic Council:
Abilene Undergraduate or Abilene Graduate**

Signature

Date

Provost

Signature

Date

University General Education Council

Signature

Date

University Faculty

Abilene Faculty Senate Chair signature

Date

Dallas Faculty Council Chair signature

Date

Senior Vice President for Academic Affairs

Signature

Date

President

Signature

Date

Abilene New Course Application

You may delete the preceding instructional pages before submitting application.

Course ID (<i>Subject Code and Number</i>)	KINE 205 Introduction to Kinesiology
--	--------------------------------------

1. Systems and Catalog Information Complete each item.

A	Course Developer	Melissa Long
B	Course Instructor	Dr. Cheryl Steffins
C	Course Title	Introduction to Kinesiology
D	Course Abbreviation for Banner if title is more than 30 characters	Intro to Kines
E		CHBS - Health and Behavioral Sciences ▾
F		KINU - Kinesiology & Nutrition ▾
G		3 ▾
G1		3 ▾
G2		0 ▾
H	Is the course for a fixed or variable number of credit hours?	Fixed ▾ If variable, explain rationale:
I	Is the course repeatable for additional credit?	No ▾
J	Maximum total number of credit hours a student can earn for this course	3
K		Lecture (LEC) ▾ See Schedule Type definitions in the Reference section.
L		3 ▾
M		Standard ▾
N	Maximum Enrollment	30

O	Catalog Description (50 words or less)	This course will provide overarching information about the Kinesiology major, professions, and post-graduate work entered into by graduates with a BS in Kinesiology.
P	List any prerequisites (course/s, test scores, class standing, major, etc.)	None
Q	List any corequisites (these <i>must</i> be taken at the same time; note that a single requirement cannot be both a prerequisite <i>and</i> a corequisite)	None
R	If the course is cross-listed, specify the subject code and course number of the other course	N/A
S	Does this course require any additional student course fees?	No ▾ If yes, attach a completed course fee form .
T1	Will the course be offered in fall terms?	Yes, every year ▾
T2	Will the course be offered in spring terms?	Yes, every year ▾
T3	Will the course be offered in summer terms?	No ▾
U	First semester this course will be offered under new Course ID. <i>May not be earlier than the coming fall semester.</i>	202510
V	Is this course required for a program(s)?	No ▾ If yes, attach a completed curriculum proposal to change the program(s).
W	Should the addition of this course be retroactively applied to the degree plan it supports? <i>This is rare, and rationale should explain compelling extenuating circumstances.</i>	No ▾ If yes, provide rationale:

X	Has this course been offered as a Special Topics course? <i>New courses are not required to be taught as Special Topics courses prior to approval.</i>	Yes - If yes, provide course ID, term, and enrollment: KINE240.01, 202420, 30
Y	List any courses in which the content overlaps the proposed course. (Course ID and Name). <i>Attach a statement from the instructor/dept chair of the existing course justifying the new offering.</i>	None

2. Curriculum

A. Explain any effects of this course on any degree plans. If the addition of the course alters program requirements, submit a separate [Approval Chart for Curriculum Change](#) to update the program.

None, this is a course that students can take that would count toward Selection hours within the degree plan, or Elective Hours.

B. Justify the addition of this course to the current curriculum, explaining the gap it meets.
We have never offered an introductory course to the department. All kinesiology students (regardless of which of the 6 tracks they are on within KINE) take KINE 232 (Structural Kinesiology) as their first 3 hour class, and is a very technical class. Some students do not fully understand what Kinesiology is, and KINE 232 probably shouldn't be the first course that KINE students get. By creating this course, we will allow students to take a quick peek into our department where they can better identify their future goals (recruiting), and if they don't like it, we can help them find a department they might enjoy more (retention to ACU).

3. Course Design

A. Audience and Course Goal

1. Describe the intended audience, including prerequisite skills.

Kinesiology undergraduate students.

2. State the overarching course goal(s) in performance terms.

Students will be able to express the nature and demands of Kinesiology-related occupations and compare and contrast the career options available to students graduating from tracks of Kinesiology.

B. Student Learning Outcomes and Measurements

Student Learning Outcome	Measurement
--------------------------	-------------

2	Define the disciplines of exercise science and kinesiology	Quiz
3	Understand how muscles contribute to motion.	Quiz
4	Define motor behavior and contrast motor learning, motor control, and motor development	Quiz

C. Text and Resources

Give the full publication information of the textbook/s and other required resources and outside readings. For **combined undergraduate/graduate** courses, make two lists:

A. full publication information; label **Undergraduate**.

Knudson, D. (2023). *Introduction to Exercise Science*. Champaign, IL: Human Kinetics. ISBN: 978-1718213890

B. full publication information; label **Graduate**.

4. Supporting Documentation

Required of all applications	
1	Approval Chart for Curriculum Changes
2	Syllabus — Attach the syllabus for the course based upon the anticipated first-semester offering.
4	Library — Submit new course application and syllabus to the Library dean's office. Attach the Library's memo.
Attach if applicable	
5	Content Overlap — Include one document for each course you listed in Section 1Y. Attach statement from instructor/dept chair of existing course justifying the new offering.
6	Departmental Resources — List the resources that support the course and are available only through the department, if applicable. Attach the list of the holdings and the location(s).
7	Resources — List resources (other than library or departmental resources) that are needed to support this course (computers, lab equipment, other technology, etc.).

	Attach a complete list of all items and indicate possible sources or estimated cost of each. List the sources of any needed funds.
8	Expenses — List additional expenses needed to implement this course (full-time or part-time faculty, graduate or lab assistants, student employees, travel, special student costs, room renovation, storage facility, etc.). Attach a complete list of all items, the estimated cost of each and the source of the funds.
9	Justification — Attach any documents to which you refer in Section 2B.

Updated 8/1/2023

ACU Department of Kinesiology & Nutrition
Course Syllabus
KINE 240-Special Topics: Introduction to Kinesiology
Spring, 2024

Instructor: Dr. Cheryl Steffins, DC
Office: Wildcat Central
Phone: (325) 674- 6747
Email: cheryl.steffins@acu.edu
Office Hours: Monday-Friday: by appointment

Contact Expectations: Please allow 24 business hours for a response via email.

Credit hours: 3 Hours.

Semester/Year: Spring, 2024

Meeting Time/Place: M, W, F from 12-12:50 in SRWC 260A

Prerequisites: None

Catalog Description: This course will provide overarching information about the Kinesiology major, professions, and post-graduate work entered into by graduates with a BS in Kinesiology.

Intended Audience: Kinesiology undergraduate students.

Mission Statements

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

College Mission: The mission of the College of Health and Behavioral Sciences is to prepare students for Christian service and leadership with a collaborative commitment to holistic health and wellness by means of high-quality professional and pre-professional programs.

Kinesiology and Nutrition Mission: To prepare students to serve and lead through the development of healthful lifestyles.

Textbook:

Knudson, D. (2023). *Introduction to Exercise Science*. Champaign, IL: Human Kinetics. ISBN: 978-1718213890

Course Outcomes

Students will work toward three broad objectives:

1. Students will be able to discuss the importance of physical activity in daily life.
2. Students will be able to express the nature and demands of Kinesiology-related occupations and compare and contrast the career options available to students graduating from tracks of Kinesiology.
3. Students will be knowledgeable about the many subdisciplines of Kinesiology.

The course outcomes support these objectives and will be measured in the following ways:

	Student Learning Outcomes	Measurements
1	Identify the pathways and requirements for career opportunities.	Group Project/Presentation
2	Define the disciplines of exercise science and kinesiology	Quiz
3	Understand how muscles contribute to motion.	Quiz
4	Define motor behavior and contrast motor learning, motor control, and motor development	Quiz

Course Outline:

Week of:	Content	Evaluation Method
Jan 15, 2024	Intro, and Ch 1	Quiz
Jan 22, 2024	CH 2. (KINE 232)	
Jan 29, 2024	Muscles, Bones, (OIAI)	Quiz
Feb 5, 2024	Ch 6. (KINE 311)	
Feb 12, 2024	Advising/Banner/enrollment/track	Completion Points
Feb 19, 2024	Career project work	
Feb 26, 2024	Careers	
Mar 4, 2024	Careers	Presentation
Mar 11, 2024	SPRING BREAK	
Mar 18, 2024	Ch. 5 (KINE 372/372)	
Mar 25, 2024		Quiz
Apr 1, 2024	Ch. 4 (KINE 498)	
Apr 8, 2024		Quiz
April 22, 2024	Ch. 3 (KINE 399)	Quiz
April 29, 2024	Trajectory Week	Reflection Paper
May 6, 2024	Final Exams	

Evaluation Methods:

Quizzes-	20 pts each =100 pts total
Final Exams-	50 pts
Group Presentation-	50 pts
Writing (Reflection) Paper-	50 pts
Other Assignment-	50 pts
Total Possible:	300 points

Quizzes- Quizzes will be approximately 10-20 questions. They will be given at the beginning of class, and will evaluate comprehension of reading and lecture from the previous chapter/class period. Missed quizzes cannot be made up without an excused absence.

Final Exams- The number of items on final exam will vary. Questions could include: multiple choice, true/false, matching, short answer, and essay questions. Exams will be given during the final class period, and students will have no more than 2 hours to complete the exam.

Group Presentation- One group presentation will be assigned during this class. The topic of the presentation will be assigned as well as the group members. Equal participation from each member will be expected. Part of your grade for the presentation will be peer evaluation.

Writing Assignment- The writing assignment in this class will be a reflection writing assignment. More details as well as a grading rubric will be available when assigned.

Other Assignment- The other assignment in the course will revolve around advising and meeting with your instructor. This will help set you on the kinesiology trajectory most closely aligned with your current goals. More information will be available when the assignment is discussed in class.

Grading Scale:

Grade= Percent Total points earned

A= 100-90% 300-270

B= 89-80% 269-240

C= 79-70% 239-210

D= 69-60% 209-180

F ≤59% 179-0

Course Policies

Class Attendance/Tardiness policy: Students are expected to attend classes. Excessive tardiness or absences from class will reflect in the student's grade. No student with $\geq 25\%$ absences (excused or unexcused) will receive credit for this course. Only university-approved absences (*see the university student handbook*) will be accepted as excused absences. It is the student's

responsibility to notify the instructor of excused absences. Likewise, tardiness is not appropriate for this class. Three tardies will result in one absence.

In the case of Zoom attendance, the student is expected to be present on-time, in a quiet environment, appropriately dressed, sitting up (not in bed), with camera on, and microphone muted. Students may unmute the microphone in order to participate and/or ask questions.

Participation: Students are expected to participate daily and complete all assignments by the deadline on Canvas.

Late Assignments: Late assignments may be accepted on an individual basis with increasing penalty for each day they are late. Assignments lose 10% for each day they are late, and after 3 days students should not expect to receive credit for the assignment. Any extenuating circumstances that preclude a student from getting the assignment in on-time should be discussed with the professor as soon as possible, but no later than one day prior to the assigned deadline.

Professional Behavior in the Classroom or Lab:

All students are expected to exhibit consistent professional conduct in the classroom and/or laboratory setting. Students are expected to maintain a classroom environment that will ensure that all students have an opportunity to learn and participate. Disruptive classroom behaviors include cell phones, challenges to faculty authority, demanding special treatment, tardiness, leaving early, offensive remarks, chattering, reading newspapers or magazines, sleeping, or overt inattentiveness. Inappropriate behavior will result, minimally, in a request for the student to leave class. After the first incident of inappropriate behavior the instructor will discuss the behavior with the student as soon as possible following the class. If a second incident occurs the instructor will refer the student to the program director or department chair or formal counseling. Repeated offenses will result in disciplinary action deemed appropriate to the offense according to the Program director.

Revision of Syllabus

The professor reserves the right to modify the course calendar or evaluation methods as he or she sees fit.

University Policies

ADA compliance:

Abilene Christian University is dedicated to removing barriers and opening access for students with disabilities in compliance with ADA and Section 504 of the Rehabilitation Act. The Alpha Scholars Program facilitates disability accommodations in cooperation with instructors. In order to receive accommodations, you must be registered with Alpha Scholars Program, and you must complete a specific request for each class in which you need accommodations. If you have a documented disability and wish to discuss academic accommodations, please call 325-674-2667.

Academic integrity

Professionals are expected to practice with a commitment to high standards and integrity. The development of this commitment begins during academic training. Academic misconduct is considered to be an act contrary to professional ethics. Academic integrity is defined as academic work completed as assigned for each class by the individual or group responsible for the work. Violations of academic integrity and other forms of cheating involve the intention to deceive, mislead, or misrepresent and therefore, are a form of lying. Such actions are contrary to behavioral norms that flow from the nature of God. Academic misconduct includes, but is not limited to, the following: 1) Failure to give credit to sources used in a work in an attempt to present the work as one's own, 2) Submission of papers or projects obtained from another source (e.g., research service or club paper file) as one's own, and 3) 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 your school, and the Dean of Student Life will be notified. See the full university policy, including how to appeal a decision, by following this link:

<http://www.acu.edu/community/offices/administrative/office-of-the-provost/academic-integrity-policy.html>

Anti-Harassment policy: As a Christian community, Abilene Christian University has committed itself, unequivocally, to ensuring a working and learning environment in which the dignity of every individual is respected. Harassment is defined as unwelcome behavior or conduct based on sex, religion, race, age, color, national origin, veteran's status, disability, or any other characteristic protected by law when (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment, education, or participation in University programs or activities, (2) submission to, or rejection of, such conduct by an individual is used as the basis for a decision affecting an individual's employment, education, or participation in University programs or activities, or (3) such conduct has the purpose or effect of unreasonably interfering with an individual's work or academic performance or creating an intimidating, hostile, or offensive environment for work, education, or participation in a University program or activity. See the full university policy by following this link:

<http://www.acu.edu/campusoffices/hr/title-ix/anti-harassment-policy.html>

Bias Education and Response Team (BERT):

We understand that we live in a complex and changing world, and because of that, understanding and valuing others is essential. However, bias incidents affect our ability to work with, instruct and learn from each other. For more information about the reporting process of bias incidents, see [this page](#).

SOAR (Student Opportunities, Advocacy, and Resources):

SOAR partners with faculty, staff, parents and students to assist ACU students and connect them to resources available to support their path to success. For more information about SOAR or to make a SOAR referral, see [this page](#).

ABILENE CHRISTIAN UNIVERSITY

LIBRARY

MEMORANDUM

DATE: March 9, 2024
To: Dr. Melissa Long
FROM: Mark McCallon, Associate Dean for Library Services
RE: Course Application for KINE 205 – Introduction to Kinesiology

After reviewing the course application and syllabus, the library does have adequate resources to support the proposed course. Please contact Melinda Isbell, Librarian Liaison, if additional resources are needed for the course. Thank you for letting us review the course proposal and syllabus.



March 19, 2024

Dr. Melissa Long
Associate Professor, Chair
Director of Athletic Training
Department of Kinesiology and Nutrition
(325) 674-2328

Re: Introduction to Kinesiology (KINE 205)

Dear Dr. Long,

Thank you for submitting Introduction to Kinesiology (KINE 205) to us for review. I have reviewed it based on the ACU Syllabus Guidelines. I found the syllabus to meet all aspects of the checklist.

Please note that this letter is intended as a reference, which will be read by the department chair and council members, who may also have questions or comments of their own. If you have any questions, please feel free to let me know.

Sincerely,

Dr. Scott E. Hamm,
Assistant Director, Adams Center