

Dallas Approval Chart for Curriculum Changes

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

Course Number: **MFTO 616** **or Degree Plan(s):**

New Course Outcomes.

Students will apply a systemic lens to life planning.

Students will evaluate major career counseling theories.

Students will integrate career counseling assessment tools with systemic therapy modalities.

		U	P	I	O
	Campus-Level Academic Review				
	Change to a Course Include signatures from all program directors/chairs for cross-listed courses. ¹				
1.	Title (description unchanged)	A	A	I	I
2.	Description (not affecting content)	A	A	I	I
3.	Course term(s)	A	A	I	I
4.	Content (change of course outcomes)	A	A	I	A
5.	Number of credit hours	A	A	A	A
6.	Course number within the hundred	A	A	I	I
7.	Course number beyond the hundred	A	A	A	A
8.	Prerequisites	A	A	A	I
9.	Course restriction (e.g., majors only, junior standing)	A	A	A	A
10.	Level change (U to G or G to U)	A	A	A	A
11.	Cross list course	A	A	A	A
12.	Program/department of record	A	A	A	A
13.	Open or close a course	A	A	A	A
	Change to a Degree Plan				
14.	Educational Program — Revise	A	A	A	A
15.	Educational Program — Adopt or change admission requirements	A	A	A	A
16.	GPA — Revise program or cumulative requirement	A	A	A	A
17.	Minor — Revise	A	A	A	A

	Full Review	U	P	I	D	A	I	S
	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 ²	A	A	A	A	A	A	I
22.	Educational Program — Discontinue (Provost-proposed)	R	R	A	A	A	A	I
23.	Minor — Add or Discontinue	A	A	A	A	A	A	I
24.	Minor — Discontinue (Provost-proposed)	R	R	A	A	A	A	I
25.	Degree — Add or Discontinue (proposed by Program or College)	A	A	A	A	A	A	I
26.	Degree — Discontinue (Provost-proposed)	R	R	A	A	A	A	I

	Change to General Education Requirements for Undergraduates (System)	U	P	I	D	A	I	S
27.	Change course outcomes of an included course	A	A	A	A	-	A	I
28.	Add or drop a required course from the General Education Requirements	A	A	-	A	A	A	I
29.	Add or drop a course from a menu within the General Education Requirements	A	A	-	A	-	A	I
30.	Comprehensive revision of General Education Requirements	-	-	-	A	A	A	I

Notes

¹ 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).

² 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.

³ When a program director or dean proposes closing a program, approval routing follows the typical process beginning with the program. An administrative proposal by the provost or senior vice president for academic affairs would follow the "provost-proposed" routing on the chart.

Updated 8/1/2024

Program Director/Department Chair

Sara Salkil
Sara Salkil (Sep 22, 2025 15:52:42 EDT)

09/22/2025

Program Director Signature

Date

Program Director/Department Chair Signature

Date

Dean(s)

Marcia Sotelo

09/22/2025

Signature

Date

Signature

Date

Campus Academic Council

Chair's Signature

Date

Provost

Signature

Date

University General Education Council

Chair's signature

Date

University Faculty

Dallas Faculty Council Chair's signature

Date

Abilene Faculty Senate Chair's signature

Date

Senior Vice President for Academic Affairs

Signature

Date

President

Signature

Date