ADD, CHANGE OR DELETE UNIT, PROGRAM REQUIREMENTS, OR ACADEMIC POLICIES

Complete this form consistent with the instructions in Academic Policy 1622.20. Use the form to add, change, or delete a program or unit or to change program policies. Proposed additions and changes must be consistent with Academic Policies 1100.40 and 1621.10 and any other policies which apply.

SECTION I: Approvals

_____   _____
Department / Program Chair   Date Submitted   Graduate Council Chair   Date

_____   _____
College Dean   Date   Faculty Senate Chair   Date

_____   _____
Honors College Dean   Date   Provost   Date

_____   _____
Core Curriculum Committee   Date   Board of Trustees Approval/Notification Date

_____   _____
University Course and Programs Committee   Date   Arkansas Higher Education Coordinating Board Approval/Notification Date

SECTION II: Profile Data - Required Information and Name Change Information

Academic Unit: ☐ Major/Field of Study   ☐ Minor   ☐ Other Unit **ARSC**   ☒ Policy

Level: ☐ Undergraduate   ☐ Graduate   ☐ Law   Effective Catalog Year _____

Program changes are effective with the next available catalog. See Academic Policy Series 1622.20

Current Name _____

College, School, Division **ARSC**   Department Code _____

Current Code (6 digit Alpha) _.   Proposed Code (6 digit Alpha) _____
                                                      Prior approval from the Office of the Registrar is required.

☐ Interdisciplinary Program   CIP Code _____
                                                      Prior assignment from Office of Institutional Research is required.

Proposed Name _____
When a program name is changed, enrollment of current students reflects the new name.

SECTION III: Add a New Program/Unit

☐   For new program proposals, complete Sections II and VII and use as a cover sheet for a full program proposal as described in 'Criteria and Procedures for Preparing Proposals for New Programs in Arkansas.' ADHE
http://www.adhe.edu/divisions/academicaffairs/Pages/aa_academicproposals.aspx

   ☐ Program proposal uses courses offered by another academic college, and that college dean's office has been notified. The signature of the dean of that academic college is required here: _____

SECTION IV: Eliminate an Existing Program/Unit

Code/Name _____   Effective Catalog Year _____

No new students admitted to program after Term: ___ Year: _____
Allow students in program to complete under this program until Term: _____ Year: _____

SECTION V: Proposed Changes to an Existing Program or Program Policies

Insert here a statement of the exact changes to be made: **We wish to add a requirement to the college's academic regulations that requires all students seeking a major or minor from Fulbright College to complete a minimum of 50% of degree credit work within the major or within the minor through classes completed on the U of A, Fayetteville campus.**

Check if either of these boxes apply and provide the necessary signature:

☐ Program change proposal adds courses offered by another academic college, and that college dean's office has been notified. The signature of the dean of that academic college is required here: _____

☐ Program change proposal deletes courses offered by another academic college, and that college dean's office has been notified. The signature of the dean of that academic college is required here: _____

Check all the boxes that apply and complete the required sections of the form:

☐ Change of Name and Code (Complete only sections I, II, V and VII.)

☐ Change Course Requirements: (Complete all sections of the form except "Proposed Name" in II, section III, and section IV.)

☐ Change Delivery Site/Method (Complete all sections of the form except "Proposed Name" in II, section III, and section IV.)

☐ Change Total Hours (Complete all sections of the form except "Proposed Name" in II, section III, and section IV.)

☐ Change in Program Policies

SECTION VI: Justification

Justify this change and state its likely effect on any other degree program (including those outside the school or college). Identify any program or program components (other than courses) to be eliminated if this program is implemented. (Program and course change forms must also be submitted for such related changes.)

SECTION VII: Catalog Text and Format

In the box below, insert the current catalog text which is to be changed, with changes highlighted with the color yellow. Include all proposed changes identified in Section V.   Only changes explicitly stated in Section V will be considered for approval by the University Course and Programs Committee, the Graduate Council and the Faculty Senate. If you are proposing a new program, give proposed text with all of the elements listed below. If you are proposing modified text, include these elements as appropriate.

Include the following elements, in order, in the catalog text for proposed undergraduate program(s) or program changes:

- State complete major/program name
- Briefly define or describe the major/program or discipline.
- Identify typical career goals or paths for graduates. (Optional)
- State admission requirements (if any) for entry or entry into upper/advanced level of major/program.
- Identify location in catalog of university, college/school, and department/program requirements which the student must meet in addition to hours in the major, but do not restate these requirements.
- State course requirements in the major and any allied areas, giving number of hours and specific courses; specify electives or elective areas and give numbers of hours and courses in elective pools or categories; identify any other course requirements.
- State any other requirements (required GPA, internship, exit exam, project, thesis, etc.).
- Identify name and requirements for each concentration (if any).
- Specify whether a minor or other program component is allowed or required and provide details.
- State eight-semester plan requirements

For minors, state requirements in terms of hours, required courses, electives, etc.

For graduate program/units, include elements (as needed) parallel to those listed for undergraduate programs above.

For Law School program/units, prepare text consistent with current catalog style.

For centers, prepare text consistent with current catalog style.

Degree Completion Program Policy
Fulbright College of Arts and Sciences Graduation Requirements
In addition to the specific course requirements for the degree plan and major, be aware that there are general graduation requirements that every student in Fulbright College must complete.
1. Minimum Total Semester Hour Requirement
B.A., B.M., B.S. and B.S.W. Degrees: 124 hours
B.F.A.: 128 hours
2. Residency Requirement
a) University Residency (Enrollment) Requirement
Students must earn a minimum of 30 semester hours at the University of Arkansas, Fayetteville campus – this includes UA faculty-led study abroad classes, online/on-campus classes, and Global Campus courses; and all other courses paid

towards Fayetteville campus tuition and fees. These 30 semester hours are to be upper-division semester hours required for the completion of a degree program. Additional hours in residence can be required for completing a minor. Hours earned in another school or college at UA, Fayetteville, may be used to satisfy this requirement with approval of appropriate faculty curriculum committee.

b) College Residency Requirement and 24 Hour Rule

A student graduating from Fulbright College must have completed at least 30 hours of credit in courses offered by Fulbright College, at least 24 of which must be 3000 and 4000 level courses from departments in Fulbright College.

c) Major/Minor Residency Requirement (50% Rule)

A student graduating with a major or a minor from Fulbright College must have completed a minimum of 50% of degree credit work within the Fulbright College major or within the Fulbright College minor at the University of Arkansas through courses completed at the University of Arkansas, Fayetteville campus as defined in the University Residency Requirement. This percentage completion requirement may be higher for some majors or minors. Students should review individual departmental requirements to verify if a higher percentage is required by their specific major or minor department.

3. 40-Hour Rule

Students must present for degree credit at least 40 hours of work in courses numbered 3000 and above. Included in these 40 hours can be courses numbered 2000 if each has a specific course designated as a prerequisite. It is highly recommended that students complete all 40 hours in courses numbered 3000 and higher. These courses may be taken from other colleges or universities as long as the college residency requirement and the 24-hour rule are satisfied.

4. Grade-Point Average

Students graduating from Fulbright College must have a minimum cumulative GPA of 2.00.

5. "D"- Rule

If a student has grades of "D" in more than 25 percent of the hours presented for graduation credit, she/he will not be allowed to graduate.

6. 68-Hour Rule

Students who transfer into the University may present for degree credit no more than 68 hours of lower division course work (1000 and 2000 level).

7. Writing Requirement

Students graduating from Fulbright College must write a research/analytical paper for at least one upper-division course in his or her major. Each department has determined its own procedures for certifying completion of this requirement. Questions should be referred to the departmental chairperson. A student may choose to write a senior thesis in a major area of study. The thesis may be accorded up to six hours of credit. Defense of the thesis before a committee is required. Satisfactory completion of an honors project or a senior thesis may be submitted to meet the college writing requirement.

8. Students must complete the stated requirements for a Fulbright College major in addition to all University Requirements for Graduation, including the University Core requirements.

Questions concerning fulfilling the requirements should be referred to the student's adviser or to the dean's office, which will maintain current lists of approved courses, experimental offerings approved to fulfill requirements for a specified period of time, examination schedules, and other options available to the student.

SECTION VIII: Action Recorded by Registrar's Office

PROGRAM INVENTORY/DARS

PGRM _____   SUBJ _____   CIP _____   CRTS _____

DGRE _____   PGCT _____   OFFC&CRTY VALID _____

REPORTING CODES

PROG. DEF. _____   REQ. DEF.

Initials _____   Date _____

Distribution

Notification to:
(1) College   (2) Department   (3) Admissions   (4) Institutional Research   (5) Continuing Education   (6) Graduate School
(7) Treasurer   (8) Undergraduate Program Committee

5/12/08