

EXECUTIVE VICE PRESIDENT AND PROVOST
THE UNIVERSITY OF TEXAS AT AUSTIN

110 Inner Campus Drive, Suite 201 • G1000 • Austin, Texas 78712-1701 • (512) 471-4363 • FAX (512) 475-7385

November 18, 2015

Dr. Steven Leslie
Executive Vice Chancellor for Academic Affairs
The University of Texas System
P4300

Dear Dr. Leslie:

Enclosed for your consideration and approval are proposed changes to the Academic Policies and Procedures section of the McCombs School of Business chapter in the *Undergraduate Catalog, 2016-2018* (D 13456-13459). Faculty Council approved this proposal on November 2, 2015. Final approval resides with UT System.

Sincerely,

A handwritten signature in blue ink, appearing to read "Judith H. Langlois".

Judith H. Langlois
Executive Vice President and Provost, *ad interim*

JHL: lac

Enclosure

cc: Gregory Fenves, President
Carol Longoria, Assistant Deputy to the President
David E. Platt, Associate Dean, McCombs School of Business
Leah Miller, Director of Academic Services, McCombs School of Business
Brenda Schumann, Associate Registrar
Hillary Hart, Secretary, General Faculty and Faculty Council
Deborah Roberts, Executive Assistant, OGF
Victoria Cervantes, Senior Administrative Associate, OGF



OFFICE OF THE FACULTY COUNCIL
THE UNIVERSITY OF TEXAS AT AUSTIN

P. O. BOX 7816 • Austin, TX 78713-7816
(512) 471-5934 • Fax: (512) 471-5984 • <http://www.utexas.edu/faculty/council>

November 5, 2015

Judith H. Langlois
Interim Executive Vice President and Provost
The University of Texas at Austin
MA1 201
Campus Mail Code: G1000

Dear Dr. Langlois:

Enclosed for your consideration and action are proposed changes to the Academic Policies and Procedures section of the McCombs School of Business chapter in the *Undergraduate Catalog, 2016-2018* (D 13456-13459). The proposal was classified as being of *exclusive* interest to only one college or school and was approved by the Faculty Council on a no-protest basis on November 4, 2015. The authority to grant final approval on these changes resides with UT System.

Please let me know if you have questions or if I can provide other information concerning these items.

Sincerely,

Hillary Hart, Secretary
General Faculty and Faculty Council

HH:dlr

Enclosure

xc: Gregory L. Fenves, president
Janet Dukerich, senior vice provost

ec (letter only): Carol Longoria, deputy to the president
David Platt, associate dean for undergraduate programs, McCombs School of Business
Leah Miller, director, academic services
Allen Walser, manager of reporting and analysis, IRRIS
Brenda Schumann, associate registrar
Lydia Cornell, program coordinator, provost's office
Michelle George, administrative manager for faculty affairs, provost's office

DOCUMENTS OF THE GENERAL FACULTY

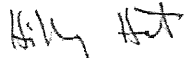
**PROPOSED CHANGES TO THE ACADEMIC POLICIES AND PROCEDURES SECTION IN THE
RED MCCOMBS SCHOOL OF BUSINESS CHAPTER IN THE UNDERGRADUATE CATALOG, 2016-
2018**

Dean Thomas W. Gilligan, in the Red McCombs School of Business has filed with the secretary of the Faculty Council the following changes to the *Undergraduate Catalog, 2016-2018*. On April 16, 2015, the college curriculum committee and the dean approved the changes. The secretary has classified this proposal as legislation of *exclusive* interest to a single college or school.

The Committee on Undergraduate Degree Program Review recommended approval of the changes on October 8, 2015, and forwarded them to the Office of the General Faculty. The Faculty Council has the authority to approve this legislation on behalf of the General Faculty. The authority to grant final approval on this legislation resides with UT System.

If no objection is filed with the Office of the General Faculty by the date specified below, the legislation will be held to have been approved by the Faculty Council. If an objection is filed within the prescribed period, the legislation will be presented to the Faculty Council at its next meeting. The objection, with reasons, must be signed by a member of the Faculty Council.

To be counted, a protest must be received in the Office of the General Faculty by November 4, 2015.



Hillary Hart, Secretary
General Faculty and Faculty Council

PROPOSED CHANGES TO THE ACADEMIC POLICIES AND PROCEDURES SECTION IN THE RED MCCOMBS SCHOOL OF BUSINESS CHAPTER IN THE UNDERGRADUATE CATALOG, 2016-2018

Type of Change [X] Academic Change [] Degree Program Change (THECB form required)

Proposed classification [X] Exclusive [] General [] Major

1. IF THE ANSWER TO ANY OF THE FOLLOWING QUESTIONS IS YES, THE COLLEGE MUST CONSULT LINDA DICKENS, DIRECTOR OF ACCREDITATION AND ASSESSMENT, TO DETERMINE IF SACS-COC APPROVAL IS REQUIRED.

- Is this a new degree program? Yes [] No [X]
• Does the program offer courses that will be taught off campus? Yes [] No [X]
• Will courses in this program be delivered electronically? Yes [] No [X]

2. EXPLAIN CHANGE TO DEGREE PROGRAM AND GIVE A DETAILED RATIONALE FOR EACH INDIVIDUAL CHANGE:

- 1. Add a restriction on the number of times a student can attempt a course to two, before approval is needed from the student's academic advisor. Rationale: This will prevent students from enrolling in the same courses repeatedly when they should be considering other options to move forward with degree progress. This is also consistent with other colleges at UT, which have similar policies and restrictions.
2. Add that ROTC classes can be counted as free electives. Rationale: Correct the omission of "free" as well as "nonbusiness," as ROTC courses may count towards both types of electives in the BBA degree.
3. Not a content change: Move the "Applicability of Certain Courses" and the already existing portion of the "Repetition of a Course" sections from the Degrees and Programs chapter of the catalog to the Academic Policies and Procedures chapter. Rationale: The content more logically should be here in the Academic Policies and Procedures chapter.

3. THIS PROPOSAL INVOLVES (Please check all that apply)

- [] Courses in other colleges [] Courses in proposer's college that are frequently taken by students in other colleges [] Flags
[] Course in the core curriculum [] Change in course sequencing for an existing program [] Courses that have to be added to the inventory
[] Change in admission requirements (external or internal) [] Requirements not explicit in the catalog language (e.g., lists of acceptable courses maintained by department office)

4. SCOPE OF PROPOSED CHANGE

- a. Does this proposal impact other colleges/schools? Yes [] No [X]
If yes, then how?
b. Do you anticipate a net change in the number of students in your college? Yes [] No [X]
If yes, how many more (or fewer) students do you expect?
c. Do you anticipate a net increase (or decrease) in the number of students from outside of your college taking classes in your college? Yes [] No [X]
If yes, please indicate the number of students and/or class seats involved.

- d. Do you anticipate a net increase (or decrease) in the number of students from your college taking courses in other colleges? Yes No
If yes, please indicate the number of students and/or class seats involved.

If 4 a, b, c, or d was answered with yes, please answer the following questions. If the proposal has potential budgetary impacts for another college/school, such as requiring new sections or a non-negligible increase in the number of seats offered, at least one contact must be at the college-level.

How many students do you expect to be impacted?

Impacted schools must be contacted and their response(s) included:

Person communicated with:

Date of communication:

Response:

- e. Does this proposal involve changes to the core curriculum or other basic education requirements (42-hour core, signature courses, flags)? If yes, explain: No

If yes, undergraduate studies must be informed of the proposed changes and their response included:

Person communicated with:

Date of communication:

Response:

- f. Will this proposal change the number of hours required for degree completion? If yes, explain: No

5. COLLEGE/SCHOOL APPROVAL PROCESS

Department approval date: February 20, 2015 Approved by the Departmental Curriculum Committee

College approval date: April 16, 2015 Approved by the Undergraduate Program Committee
(faculty reps from all departments and programs)

Dean approval date: April 16, 2015 Dean Thomas W. Gilligan

PROPOSED NEW CATALOG TEXT:

Catalogs > Undergraduate > Red McCombs School of Business > Academic Policies and Procedures

ACADEMIC POLICIES AND PROCEDURES

[The text below will be inserted above "School Honors Program"]

Repetition of a Course

A BBA student may not enroll in any course in the McCombs School of Business more than twice, even if the course is needed to meet degree requirements, without first obtaining consent of his or her academic advisor in the BBA Program Office. Enrolling in a course more than three times requires approval from the dean. The symbol Q or W counts as an enrollment.

To petition to be able to enroll in a course for a third or more times a student must submit an on-line petition. Supporting documentation may be required.

[The text below is being moved from Catalogs > Undergraduate > Red McCombs School of Business > Degrees and Programs > BBA Degree Requirements]

The official grade in a course is the last one made; however, if a student repeats a course and has two or more grades, all grades and all semester hours are used to calculate the University grade point average and to determine the student's scholastic eligibility to remain in the University and his or her academic standing in the McCombs School of Business.

A student may not repeat for credit or grade points any course in which he or she has earned a grade of C- or higher (or the symbol CR, if the course was taken on the pass/fail basis).

[The text below is being moved from *Catalogs > Undergraduate > Red McCombs School of Business > Degrees and Programs*>. New text to these sections is double underlined.]

Applicability of Certain Courses

Physical Activity Courses

Physical activity (PED) courses are offered by the Department of Kinesiology and Health Education. They may not be counted toward the Bachelor of Business Administration degree. However, they are counted among courses for which the student is enrolled, and the grades are included in the grade point average.

ROTC Courses

No more than twelve semester hours of air force science, military science, or naval science coursework may be counted toward the Bachelor of Business Administration degree. ROTC courses may be used only as nonbusiness or free electives and may be counted toward the degree only by students who complete the third and fourth years of the ROTC program and accept a commission in the service.

Courses Taken on the Pass/Fail Basis

A business student may count toward the degree up to four one-semester courses in elective subjects outside the major taken on the pass/fail basis; only free electives (any level/subject), nonbusiness electives, and upper-division nonbusiness electives may be taken on the pass/fail basis. Business courses taken on the pass/fail basis cannot be counted toward the major, unless they are offered only on the pass/fail basis. Credit earned by examination is not counted toward the total number of courses that the student may take pass/fail. Complete rules on registration on the pass/fail basis are given in *General Information*.

University Extension Self-Paced and Semester-Based Courses

Students planning to take self-paced or semester-based University Extension courses should consult with the BBA Program Office before doing so to ensure compliance with the following restrictions:

1. Credit that an in-residence University student earns simultaneously through University Extension or similar means from another institution should be discussed in advance with the student's academic adviser to determine business degree applicability.
2. A student may not be enrolled concurrently for courses from University Extension or another institution during his or her last semester without jeopardizing graduation eligibility.
3. With regard to registration on the pass/fail basis, extension courses are subject to the same restrictions as courses taken in residence; these restrictions are given in the section Courses Taken on the Pass/Fail Basis.

Concurrent Enrollment

To ensure degree applicability, students are urged to consult with their academic adviser before registering concurrently at another institution, either for resident coursework or for a distance education course, and before enrolling in University Extension self-paced or semester-based coursework. A student may not be enrolled concurrently during his or her last semester in any course to be counted toward the degree without jeopardizing graduation eligibility.