

**PROPOSED CHANGES TO THE ACADEMIC POLICIES AND PROCEDURES SECTION OF THE  
MOODY COLLEGE OF COMMUNICATION CHAPTER IN THE *UNDERGRADUATE CATALOG 2018-  
2020***

**TYPE OF CHANGE:**<sup>1</sup>     Academic Change  
                                   Degree Program Change (THECB<sup>2</sup> form required)

**PROPOSED CLASSIFICATION:**<sup>3</sup>     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 SACSCOC APPROVAL IS REQUIRED.**

- |  |   |  |
|--|---|--|
| • Is this a new degree program?                                  | Yes <input type="checkbox"/>            | No <input checked="" type="checkbox"/> |
| • Is this program being deleted?                                 | Yes <input type="checkbox"/>            | No <input checked="" type="checkbox"/> |
| • Does the program offer courses that will be taught off campus? | Yes <input type="checkbox"/>            | No <input checked="" type="checkbox"/> |
| • Will courses in this program be delivered electronically?      | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/>            |

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

- A. We are striking references to University Honors because it appears in General Information and is superfluous.
- B. We are striking and moving references to Graduation with University Honors to the Graduation section.
- C. We are striking the Senior Fellows program section since the program is being retired in Fall 2018.
- D. We are striking references to the college and departmental honors programs since they are being retired.
- E. We are striking references to the Communication and Society Concentration since it is no longer offered or supported.
- F. Adding new sub-section called Requirements and Policies of the College.
- G. Text appearing in red is content moved from other sections of the Moody College catalog. Substantive policy changes new in 2018-20 are indicated with strikeouts and underlines. Other differences in wording are editorial changes due to relocation of the text.
- H. Item four under sub-section Requirements and Policies of the College removes reference to the University-wide policy regarding in-residence upper division coursework in the major because it appears in General Information and is superfluous.
- I. In item one under sub-section Requirements and Policies of the College, the Moody College is changing the minimum grade students must earn in Moody coursework to count toward the degree from C to C-. This is to align Moody College policy with those of other CSUs.
- J. In item five under sub-section Requirements and Policies of the College, we are changing the grade specification from C to C-. This is to align Moody College policy with those of other CSUs.
- K. Under Internship Credit we are changing the maximum number of hours that a student may count toward their degree from four to six, to allow students to earn full credit for a second three-hour internship.
- L. The new (already-approved) Moody College rule regarding limits on declaring a minor appears on the Minors page; we are also adding it under Requirements and Policies of the College for clarity.
- M. We are allowing students to count up to one hour of PED coursework toward their major. Previously no PED coursework was allowed to count. The college recognizes the education and developmental value of physical education; many students take PED courses for credit but are currently not allowed to count this coursework toward their degree. This change will help some students toward timely graduation.
- N. We are adding a rule that only lets a student count one hour of music performance coursework toward their degree. While we acknowledge the value of music performance coursework, previously there was no limit on the number of such hours that a student may count toward the degree.

- O. We have removed the advance approval restriction on Concurrent Enrollment which hindered students' progress toward a timely graduation and necessitated an elaborate internal process for allowing exceptions to the rule.
- P. Editorial changes have been made to the Pass/Fail rule to improve clarity.
- Q. Removing reference to Bible Courses since these are no longer offered at the University.

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

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Courses in other colleges                               | <input type="checkbox"/> Courses in proposer's college that are frequently taken by students in other colleges                                 | <input type="checkbox"/> Flags  |
| <input type="checkbox"/> Course in the core curriculum                           | <input type="checkbox"/> Change in course sequencing for an existing program   | <input type="checkbox"/> Courses that have to be added to the inventory |
| <input type="checkbox"/> Change in admission requirements (external or internal) | <input type="checkbox"/> 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? this proposal impact other  
Yes  No   
If yes, then how would you do so? Yes, PED and music performance.
- b. Do you anticipate a net change in the number of students in your college? Yes  No   
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   
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? These changes will have a negligible effect; students are already taking PED courses.

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:

**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?

Note: THECB Semester Credit Hour Change Form required, download from URL:

<http://www.thecb.state.tx.us/reports/DocFetch.cfm?DocID=2419&format=doc>

If yes, explain:

## 5. COLLEGE/SCHOOL APPROVAL PROCESS

Department approval	n/an/	aApproved by whom: n/a
College approval date: September 5, 2017		Approved by whom: Moody College Administrative Committee
Dean approval date: September 11, 2017		Approved by whom: Jay Bernhardt, Dean

## PROPOSED NEW CATALOG TEXT:<sup>4</sup>

## ACADEMIC POLICIES AND PROCEDURES

### Honors

#### University Honors

The designation University Honors, awarded at the end of each long-session semester, gives official recognition and commendation to students whose grades for the semester indicate distinguished academic accomplishment. Both the quality and the quantity of work done are considered. Criteria for University Honors are given in *General Information*.

#### ~~Graduation with University Honors~~

~~Students who, upon graduation, have demonstrated outstanding academic achievement are eligible to graduate with University Honors. Criteria for graduation with University Honors are given in *General Information*.~~

#### ~~Senior Fellows Program~~

~~The Senior Fellows Program is a college-wide honors program providing a broad, interdisciplinary supplement to the student's major. The program is designed for students with the talent and interest to go beyond the usual undergraduate experience. Participants who complete four honors courses in communication with a grade of at least B in each course earn the distinction of Senior Fellow. The coursework is undertaken in conjunction with the student's degree requirements. Students with a grade point average of at least 3.30 are invited to apply to participate during their junior and/or senior years. Requirements for admission include completion of the formal application process, which includes a written statement of purpose indicating why the student wishes to be part of the program, and an interview with members of the faculty committee that oversees the program. 25 to 30 students are selected for the program each year.~~

#### ~~College Honors Programs~~

~~Each academic unit in the Moody College of Communication offers an honors program to students majoring in the unit. Requirements for the programs vary, but all include (1) minimum grade point averages for admission to and continuance in the program; (2) three to six semester hours of honors coursework; and (3) completion in residence at the University of at least 60 semester hours of coursework counted toward the degree.~~

~~Each academic unit encourages eligible students to apply for admission to the honors program. Students who complete the program receive a certificate indicating "Special Honors in (name of field)." This notation also appears on the student's academic record.~~

#### ~~Advertising Honors Program~~

~~Students who plan to seek special honors in advertising should apply to the department undergraduate adviser for admission to the honors program upon completion of 60 semester hours of coursework; they must apply no later than upon completion of 90 semester hours. A University grade point average of at least 3.50 and a grade point average in advertising of at least 3.50 are required for admission. The requirements for graduation with special honors are (1) Advertising 373H, *Integrated Communications Campaigns: Honors*, and Advertising 379H, *Honors Tutorial Course*, with a grade of at least B in each; (2) a University grade point average of at least 3.50 and a grade point average in advertising of at least 3.50; and (3) completion in residence at the University of at least 60 semester hours of coursework counted toward the degree of Bachelor of Science in Advertising.~~

### **Communication Sciences and Disorders Honors Program**

Students who plan to seek special honors in communication sciences and disorders should apply to the department undergraduate adviser for admission to the honors program upon completion of 90 semester hours of coursework. A University grade point average of at least 3.00 and a grade point average in communication sciences and disorders of at least 3.50 are required for admission. The requirements for graduation with special honors are (1) Communication Sciences and Disorders 359H, *Honors Tutorial Course: Reading*, with a grade of at least B-; (2) Communication Sciences and Disorders 379H, *Honors Tutorial Course: Special Project*, with a grade of at least B-; (3) a University grade point average of at least 3.00 and a grade point average in communication sciences and disorders of at least 3.50; and (4) completion in residence at the University of at least 60 semester hours of coursework counted toward the degree of Bachelor of Science in Communication Sciences and Disorders.

### **Communication Studies Honors Program**

Students who plan to seek special honors in communication studies should consult the communication studies undergraduate adviser upon completion of 75 semester hours of coursework. A University grade point average of at least 3.00 and a grade point average in communication studies of at least 3.50 are required for admission to the honors program. The requirements for graduation with special honors are (1) a major in communication studies; (2) Communication Studies 359H, *Honors Tutorial Course: Reading*, with a grade of at least B-; (3) Communication Studies 379H, *Honors Tutorial Course: Special Project*, with a grade of at least B-; (4) a University grade point average of at least 3.00 and a grade point average in communication studies of at least 3.50; and (5) completion in residence at the University of at least 60 semester hours of coursework counted toward the degree of Bachelor of Science in Communication Studies.

### **Journalism Honors Program**

Students who plan to seek special honors in journalism should apply to the School of Journalism adviser for admission to the honors program upon completion of 60 semester hours of coursework; they must apply no later than upon completion of ninety semester hours. A University grade point average of at least 3.50 and a grade point average in journalism of at least 3.50 are required for admission. The requirements for graduation with special honors are (1) Journalism 379H, *Honors Tutorial Course*, with a grade of at least B; (2) a University grade point average of at least 3.50 and a grade point average in journalism of at least 3.50; and (3) completion in residence at the University of at least 60 semester hours of coursework counted toward the degree of Bachelor of Journalism.

### **Public Relations Honors Program**

Students who plan to seek special honors in public relations should apply to the public relations adviser for admission to the honors program upon completion of 60 semester hours of coursework; they must apply no later than upon completion of 90 semester hours. A University grade point average of at least 3.50 and a grade point average in public relations of at least 3.50 are required for admission. The requirements for graduation with special honors are (1) Public Relations 377H, *Integrated Communications Campaigns: Honors*, and Public Relations 379H, *Honors Tutorial Course*, with a grade of at least B in each; (2) a University grade point average of at least 3.50 and a grade point average in public relations of at least 3.50; and (3) completion in residence at the University of at least sixty semester hours of coursework counted toward the degree of Bachelor of Science in Public Relations.

### **Radio-Television-Film Honors Program**

Students who plan to seek special honors in radio-television-film should apply to the department chair for admission to the honors program upon completion of 75 semester hours of coursework; they must apply no later than upon completion of ninety semester hours. A University grade point average of at least 3.00 and a grade point average in radio-television-film of at least 3.50 are required for admission to and continuation in the honors program. The requirements for graduation with special honors are (1) two semesters of Radio-Television-Film 378H, *Honors Tutorial Course*, with a grade of at least B each semester; (2) a University grade point average of at least 3.00 and a grade point average in radio-television-film of at least 3.50; and (3) completion in residence at the University of at least 60 semester hours of coursework counted toward the degree of Bachelor of Science in Radio-Television-Film.

### **Concentrations**

#### **Communication and Society Concentration**

This concentration is designed for consumers and creators of messages in public contexts. It is open only to students in majors outside the Moody College of Communication; any noncommunication student may enroll in any of these courses for which he or she meets the prerequisite. In addition to fulfilling the prerequisite, the student must have a

University grade point average of at least 2.25 to enroll in any upper division course in the Moody College of Communication.

The communication and society concentration requires 18 semester hours of coursework, consisting of two required courses and 12 hours of electives; nine hours of the elective work must be in upper division courses. Of the 18 semester hours required for the concentration, at least 12 must be completed in residence. At any time after enrolling in his or her last concentration course, the student should fill out a concentration completion form in the Student Advising Office. The form must be submitted by the deadline to apply for graduation in the student's final semester. Students who complete the concentration will receive verification.

A student who wishes to use the concentration to fulfill minor requirements should make certain these courses meet the requirements of his or her college.

### **Concentration Courses**

#### *Required Courses*

Communication 309, *Communication Technology and Society*

Radio Television Film 305, *Introduction to Media Studies*

#### *Electives*

Advertising 315, *History and Development of Advertising*

Communication Studies 306M, *Professional Communication Skills*

Communication Studies 332K, *Theories of Persuasion*

Communication Studies 342K, *Political Communication*

Journalism 350F, *Media Law*

Radio Television Film 323C, *Screening Race*

## **REQUIREMENTS AND POLICIES OF THE COLLEGE**

All students must fulfill the General Requirements for graduation given in The University section. Students in the Moody College of Communication are also subject to the following requirements and policies.

1. All communication majors must have a grade of at least C- in each course taken in the Moody College of Communication that is counted toward the degree; if the course is offered on the pass/fail basis only, the course must have the symbol CR.
2. No more than 60 hours of communication coursework may count toward the degree.
3. At least 36 semester hours of upper-division coursework must be counted toward the degree.
4. Moody College students must complete at least 18 hours of in-residence upper-division coursework and at least six hours of in-residence upper-division coursework in the major.
5. No student in the Moody College of Communication may repeat for credit a course in which he or she has earned a grade of C- or better, unless otherwise specified in the catalog.
6. A student may declare only one minor or certificate to supplement their Moody major(s); exceptions must be approved by the Dean. Moody students must declare their minor/certificate intentions before they have completed 65% of their degree requirements, as indicated on the Interactive Degree Audit (IDA); exceptions must be approved by the Dean.

## **APPLICABILITY OF CERTAIN COURSES**

### **Internship Credit**

Some communication degree programs require an internship; in other programs, students may elect to complete an internship. In either case, the student must be a communication major and must meet the prerequisite for the internship course. Up to but no more than four-six semester hours of credit in internship courses may be counted toward the student's degree.

### **Physical Activity Courses**

Physical activity (PED) courses are offered by the Department of Kinesiology and Health Education. They are counted among courses for which a student is enrolled, and the grades are included in the grade point average. However, these courses may not be counted toward a degree in the Moody College of Communication. No more than one hour of PED coursework may be counted toward a degree in the Moody College of Communication. This hour shall be counted as a non-major elective and the grade earned will be included in the grade point average.

### **Music Performance Courses**

Music Performance Courses are offered by the College of Fine Arts under the fields of study Ensemble, Music, and as individual instruction in a particular instrument. No more than one hour of Music Performance coursework may be counted toward a degree in the Moody College of Communication. This hour shall be counted as non-major elective and the grade earned will be included in the grade point average.

### **Transfer Coursework**

No more than 12 semester hours of transfer credit may be counted toward a student's Major Requirements.

### **Concurrent Enrollment**

Credit that a University student in residence earns simultaneously by correspondence or extension from the University or elsewhere or in residence at another school will not be counted toward a degree in the Moody College of Communication unless specifically approved in advance by the dean. Requests to take communication courses by correspondence or extension are normally disapproved. A student in his or her final semester may not enroll concurrently at another institution in any course that is to be counted toward the degree. No more than 30 percent of the semester hours required for any degree offered in the Moody College of Communication may be taken at another institution while a student is simultaneously enrolled in residence at The University.

### **Courses Taken on the Pass/Fail Basis**

A student in the Moody College of Communication may count toward the degree up to 15 semester hours of coursework in elective subjects outside the Moody College of Communication taken on the pass/fail basis. Moody College courses taken on the pass/fail basis cannot be counted toward the degree, unless they are offered only on the pass/fail basis. No course required for the degree and taken in residence may be counted if taken on a pass/fail basis, taken pass/fail, unless the course is offered only on that basis. The student may also take examinations for credit in elective subjects on the pass/fail basis; credit earned by examination is not counted toward the total of five courses that the student may take on this basis. If a student chooses to major in a subject in which he or she has taken a course pass/fail, the academic unit that offers the major determines whether the course may be counted toward the student's major requirements. Complete rules on registration on the pass/fail basis are given in General Information. However, a student may elect to count up to 15 hours of free elective coursework taken on a pass/fail basis. Credit earned by examination is not counted toward the total number of hours that the student may take pass/fail.

### **Courses Taken in other Fields of Study**

No more than 36 semester hours in a field of study other than the field of study in which the student is majoring may be counted toward a degree in the Moody College.

### **ROTC Courses**

No more than nine semester hours of credit for air force science, military science, or naval science courses may be counted toward any degree in the Moody College of Communication. Such coursework may be counted only as lower-division electives in degree programs that have room for such electives, and only by students who have completed the third and fourth years of the ROTC program. ROTC courses may not be substituted for any specific required course.

### **Bible Courses**

No more than 12 semester hours of Bible courses may be counted toward a degree.

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<sup>1</sup> See <https://facultycouncil.utexas.edu/degree-program-changes> for detailed explanations.

<sup>2</sup> Submit required Texas Higher Education Coordinating Board forms to the provost's office ([lydia.cornell@austin.utexas.edu](mailto:lydia.cornell@austin.utexas.edu)); downloadable from URL <https://facultycouncil.utexas.edu/theccb-forms>

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<sup>3</sup> **EXCLUSIVE:** of *exclusive* application and of primary interest only to a single college or school ("no protest" period is *seven calendar days*); **GENERAL:** of *general* interest to more than one college or school (but not for submission to the General Faculty) ("no protest" period is *fourteen calendar days*); *major* legislation must be submitted to the General Faculty for adoption ("no protest" period is *fourteen calendar days*).

<sup>4</sup> The proposed text should be based on the text of the current catalog available at:

<http://catalog.utexas.edu/undergraduate/>

**Strike through and replace (with underlines) only the specific language to be changed. Do NOT use track changes, and do not include hyperlinks in the catalog copy.** Submit form electronically to the Office of the General Faculty and Faculty Council at [fc@austin.utexas.edu](mailto:fc@austin.utexas.edu). For questions on completing this section, please contact Victoria Cervantes, [fc@austin.utexas.edu](mailto:fc@austin.utexas.edu), 471-5934 or Brenda Schumann, [brenda.schumann@austin.utexas.edu](mailto:brenda.schumann@austin.utexas.edu), 475-7654.