

## Initial and Signature Page

Initials: Division Chair \_\_\_\_\_ Registrar \_\_\_\_\_ Teacher Education Chair \_\_\_\_\_

\*\*\*\*\*  
**Division:**

Record of vote: \_\_\_\_\_ Approve \_\_\_\_\_ Disapprove \_\_\_\_\_ Abstain \_\_\_\_\_

\_\_\_\_\_  
Division Chair

\_\_\_\_\_  
Date

Reason(s) for disapproval: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\*\*\*\*\*  
**Teacher Education Committee:**

Record of vote: \_\_\_\_\_ Approve \_\_\_\_\_ Disapprove \_\_\_\_\_ Abstain \_\_\_\_\_  
\_\_\_\_\_ TE vote not required

\_\_\_\_\_  
Teacher Education Chair

\_\_\_\_\_  
Date

Reason(s) for disapproval: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\*\*\*\*\*  
**Curriculum Committee:**

Record of vote: \_\_\_\_\_ Approve \_\_\_\_\_ Disapprove \_\_\_\_\_ Abstain \_\_\_\_\_

\_\_\_\_\_  
Curriculum Committee Chair

\_\_\_\_\_  
Date

Reason(s) for disapproval: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\*\*\*\*\*  
**Faculty Association:**

Record of vote: \_\_\_\_\_ Approve \_\_\_\_\_ Disapprove \_\_\_\_\_ Abstain \_\_\_\_\_

\_\_\_\_\_  
Faculty Association President

\_\_\_\_\_  
Date

Reason(s) for disapproval: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\*\*\*\*\*  
**VPAA:**

\_\_\_\_\_ Approve \_\_\_\_\_ Disapprove \_\_\_\_\_

\_\_\_\_\_  
VPAA

\_\_\_\_\_  
Date

Reason(s) for disapproval: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\*\*\*\*\*  
**University President:**

\_\_\_\_\_ Approve \_\_\_\_\_ Disapprove \_\_\_\_\_

\_\_\_\_\_  
University President

\_\_\_\_\_  
Date

Reason(s) for disapproval: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\*\*\*\*\*  
**USAO Board of Regents:**

\_\_\_\_\_ Approve \_\_\_\_\_ Disapprove \_\_\_\_\_

\_\_\_\_\_  
Chair, USAO Board of Regents

\_\_\_\_\_  
Date

Reason(s) for disapproval: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Procedure

1. The originating faculty member (OFM) works with department faculty and division chair to develop curriculum change (CC).<sup>1</sup>
2. OFM sends CC to division chair, *then* to registrar, and *then* to chair of teacher education. Each person electronically initials and returns CC to OFM. This step is only to communicate that a change is being proposed.
3. OFM forwards CC to curriculum committee chair and to faculty association president.
4. Curriculum committee holds digital forum for faculty and staff for questions and discussion of CC. Faculty/staff are notified by e-mail about the forum. The forum lasts five business days.<sup>2</sup>
5. Division faculty vote on CC. Division chair records result of the vote, electronically signs CC, and forwards to chair of teacher education.
6. Chair of teacher education determines if vote by teacher education committee is required. If so, teacher education committee votes on CC. Chair of teacher education records result of vote or indicates that vote was not required, electronically signs CC, and forwards to chair of the curriculum committee.
7. Curriculum committee votes on CC. President of curriculum committee records result of vote and electronically signs CC.
8. Chair of curriculum committee presents CC to faculty association. Faculty association votes on CC. Faculty association president records result of vote, electronically signs CC, and forwards to vice president of academic affairs (VPAA).
9. VPAA determines approval of CC, electronically signs it, and forwards to university president.
10. The university president determines approval of CC, electronically signs it, and forwards to USAO board of regents. University president sends letter of intent (LOI) to chancellor of the state regents.
11. USAO board of regents votes on CC. Chair of the board of regents signs CC and returns to university president. University president forwards CC to state regents no earlier than one month after the LOI was submitted. If the change is substantive a vote is required by the state regents. If it is non-substantive, only notification to the state regents is necessary.<sup>3</sup>
12. Once approved by state regents, the University president contacts Academic Affairs. Academic Affairs contacts OFM, registrar, and division chair about approval.
13. Registrar updates changes in Jenzabar and verifies updated checksheet. Registrar forwards verified checksheet to C&M who updates the checksheet on the website.
14. OFM works with administrative assistant to VPAA to update course catalog. CC record is held in the office of VPAA for 5 years. After 5 years it is relocated to university archives in Nash library.

<sup>1</sup> A curriculum change will take approximately two months to complete the cycle of approvals within the university and another 6 months to be approved by the state regents. However, that time may be longer based on the date when the proposal is initially submitted, the timing of regents' meetings, and the level of completeness of the proposal.

<sup>2</sup> It is the responsibility of the OFM to incorporate text of any agreed upon changes to the original proposal, as they see fit, based on comments from the faculty forum period in step 4. The division chair will review the revised proposal to verify that the text was altered accurately.

<sup>3</sup> A substantive change is a change in what students must complete to graduate (# of hours, deleting/adding a required course, changing admission requirements). A non-substantive change does not change what students must complete to graduate (adding/removing an elective, changing a course prefix or title, changing a course #)

Originating Faculty Member \_\_\_\_\_

Date \_\_\_\_\_

Department: \_\_\_\_\_

Division: \_\_\_\_\_

Title of program to be changed: \_\_\_\_\_

Has your program undergone a program review within the last 5 years?    yes    no

Append the following:

- A.    Description of changes.
- B.    Justification for changes.
- C.    Current degree checksheet (highlight areas of change).
- D.    Proposed degree checksheet (highlight areas of change).
- E.    If this is a resubmission of a previous curriculum change, include a description of the changes that have been made to the proposal.

**Bachelor of Arts in Art/Teacher Certification -- University of Science and Arts of Oklahoma**

**A. Description of Changes.**

- 1-Remove from the catalog, the prerequisite, “Admission to Teacher Education”, for ART 3262 Public School Art and ART 3273 Teaching Art in the Public School.
- 2-Remove “Teacher Certification” from areas of concentration.

Currently, the catalog is written as follows:

“USAO’s art discipline offers two degrees—a Bachelor of Arts and a Bachelor of Fine Arts—both in art, with concentrations in painting, sculpture, expanded media, graphics, ceramics, graphic design, computer graphics, photography, printmaking, and teacher certification.”

**B. Justification for changes.**

- 1-The prerequisite change has been approved by the Teacher Education Committee due to low enrollments. Previously, both courses were offered every summer. They will now be offered only in even years. The removal of the prerequisite has assisted in boosting enrollments making the course more successful. The catalog needs to reflect this change.
- 2- Teacher certification should not be listed as a concentration, it is a certification program only.  
“Teacher certification” needs to be removed from this sentence.

There is a separate section that explains Teacher Certification requirements for Art.

**C. Current degree checksheet (highlight areas of change).**

There are no visible changes to the checksheet, these are catalog changes only.

# Bachelor of Arts in Art/Teacher Certification -- University of Science and Arts of Oklahoma

## Interdisciplinary Studies (IDS) (46 hours)

|   | Hours | Sem/Grade |
|---|-------|-----------|
| IDS 1013 Rhetoric and Critical Thinking         | 3     | /         |
| IDS 1133 The Individual in Contemporary Society | 3     | /         |
| IDS 1113 Writing I                              | 3     | /         |
| IDS 1213 Writing II                             | 3     | /         |
| IDS 1223 Mathematics in the Modern World        | 3     | /         |

## Artistic Expression -- 2 hours

|  |  |   |
|--|--|---|
|  |  | / |
|  |  | / |

## Physical Expression -- 2 hours

|  |   |   |
|--|---|---|
| PHED 1011 Concepts of Health and Fitness | 1 | / |
|  | 1 | / |

|  | Hours | Sem/Grade |
|--|-------|-----------|
| IDS 2013 Foundations of Physical Science             | 3     | /         |
| IDS 2023 Foundations of Life Science                 | 3     | /         |
| IDS 2011 Foundations of Science Laboratory           | 1     | /         |
| IDS 2133 American Civilization I                     | 3     | /         |
| IDS 2143 American Civilization II                    | 3     | /         |
| IDS 3223 Political and Economic Systems and Theories | 3     | /         |
| IDS 3313 World Thought and Culture I                 | 3     | /         |
| IDS 3323 World Thought and Culture II                | 3     | /         |
| IDS 4333 World Thought and Culture III               | 3     | /         |
| IDS 4522 Senior Seminar OR                           | 2     | /         |
| IDS 4462 Research Endorsement: Research Project I    | 2     | /         |

## Professional Education (34 hours)

"C" or better is required in professional education classes

|   | Hours | Sem/Grade |
|---|-------|-----------|
| EDUC 2002 Orientation to Teaching                   | 2     | /         |
| EDUC 2011 Level 1 Clinical Experiences              | 1     | /         |
| EDUC 2022 Education of the Exceptional Child        | 2     | /         |
| EDUC 2103 Human Development & Learning              | 3     | /         |
| EDUC 3102 Educational Psychology                    | 2     | /         |
| EDUC 3203 School & Society                          | 3     | /         |
| EDUC 3211 Level 2 Clinical Experiences              | 1     | /         |
| EDUC 3343 Educational Media & Technology            | 3     | /         |
| **EDUC 4305 Professional Trimester/Student Teaching | 5     | /         |
| **EDUC 4405 Professional Trimester/Student Teaching | 5     | /         |
| **EDUC 4542 Applied Professional Studies            | 2     | /         |
| EDUC 4442 Classroom Management/Evaluation Theory    | 2     | /         |
| ART 3273 Teaching Art in Public Schools             | 3     | /         |

\*\*EDUC 4305, EDUC 4405 & EDUC 4542 Must be taken Concurrently  
Foreign Language (2 Semesters)

|  |  |  |
|--|--|--|
|  |  |  |
|  |  |  |

## Art Electives

|                                 |   |   |
|---------------------------------|---|---|
| ART 2333 Expanded Media         | 3 | / |
| ART 1662 Jewelry Studio I       | 2 | / |
| ART 2332 Performance            | 2 | / |
| PHOT 1023 Beginning Photo       | 3 | / |
| ART 2701 Business of Art        | 1 | / |
| ART 2711 Creativity             | 1 | / |
| PHOT 2133 Digital Photography I | 3 | / |

A minimum of 124 hours is required

## Art - Major Classes (52 hours) Cumulative GPA of 2.5 in art

|   | Hours | Sem/Grade |
|---|-------|-----------|
| ART 1003 Beginning Drawing Studio I           | 3     | /         |
| ART 1013 Beginning Drawing Studio II          | 3     | /         |
| ART 1112 Design & Composition Studio I        | 2     | /         |
| ART 1122 Design & Composition Studio II       | 2     | /         |
| ART 1212 Ceramic & Hand Building              | 2     | /         |
| ART 1312 Sculpture Studio I                   | 2     | /         |
| ART 2112 Figure Drawing Studio I              | 2     | /         |
| ART 2122 Figure Drawing Studio II             | 2     | /         |
| ART 2222 Pottery on the Wheel                 | 2     | /         |
| ART 2322 Sculpture Studio II                  | 2     | /         |
| ART 2413 Oil Painting & Composition Studio I  | 3     | /         |
| ART 3413 Oil Painting & Composition Studio II | 3     | /         |
| ART 3102 Watercolor                           | 2     | /         |
| ART 3113 Graphic Design I                     | 3     | /         |

|                                |   |   |
|--------------------------------|---|---|
| ART 3513 Printmaking Studio I  | 3 | / |
| ART 3523 Printmaking Studio II | 3 | / |

## Required Art Electives (6 out of the 12 hours offered)

|   |  |   |
|---|--|---|
| ART 3493 History of Ancient/Classical Art |  | / |
| ART 4113 History of Mid-Renaissance Art   |  | / |
| ART 4223 History of 19th Century Art      |  | / |
| ART 4433 History of 20th Century Art      |  | / |

## Plus

3 hours of elected craft courses with approval of Departmental Chairperson.

4 hours of advanced level courses. Students are expected to develop a studio concentration with approval of Department Chairperson.