

Appendix A: Common Prerequisite Manual Changes

1. UNF B.S. in Building Construction **15.1001**

Courses Removed	Courses Added	Justification for request (if submitted)	Current Common Prerequisites	Common Prerequisite Completion within 60 hours
Not Applicable	ACGX071 & BCNX280C or BCTX054 or SURX001C or SURX205	<p>CG2071 is an existing lower-level course in the construction management curriculum at UNF that we would like to include as part of the common program prerequisites. This course is an introduction to managerial accounting, and serves to prepare our students for the business aspect of the construction industry.</p> <p>BCN2280C is an existing lower-level course in the construction management curriculum at UNF that we would like to include as part of the common program prerequisites. This course provides students with an introductory knowledge of construction surveying and layout, which is an essential aspect of preparing students for careers in the construction industry, so the faculty want to include this course as a common prerequisite.</p>	ACGX021 & STAX023 & ECOX013 & ECOX023 & CGSX100 & MACX233 or MACX311 & BCNX210C & BCNX251 & BCNX405	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Common Prerequisites Manual (CPM) Revision Request

Institution:	Click or tap here to enter text. University of North Florida
Institution Liaison:	Shawn Brayton
Date of Submission:	3/2/2022
Program/Degree Type:	Building Construction, B.S.
Program CIP Code:	15.1001
Program Credit Hours:	120

If applicable, please complete the following if you are notifying us of a change to:

Program Credit Hours:	Current Credit Hours: Click or tap here to enter text. New Credit Hours: Click or tap here to enter text. Effective Date: Click or tap here to enter text.
Limited Access Program Status:	<input type="checkbox"/> Change from open access to limited access <input type="checkbox"/> Change from limited access to open access Effective Date: Click or tap here to enter text.
Program CIP Code:	Current CIP code: Click or tap here to enter text. New CIP Code: Click or tap here to enter text. Effective Date: Click or tap here to enter text.
Baccalaureate Program Status:	<input type="checkbox"/> Notification of a Program Termination – Term/Year Program Should be Removed from the CPM: Click or tap here to enter text. <input type="checkbox"/> Notification of New Program – Anticipated Program Implementation Date: Click or tap here to enter text. <input type="checkbox"/> Notification of Program Name Change – Revised Program Name: Click or tap here to enter text.

Proposed Revisions(s) to the CPM (check all that apply)

The CIP Code Is Currently in the CPM:

- 1. Make curriculum changes to an existing track at proposing institution
- 2. Add program to a current track without curriculum changes
- 3. Add program to a current track with curriculum changes
- 4. Establish a new track without prerequisites
- 5. Establish a new track with prerequisites
- 6. For numbers 1-5, please provide track information below:
 - a. Track 1 Track 2 Track 3 Track 4 Track 5 Track 6
 - b. Track Name: [Click or tap here to enter text.](#)
 - c. If this is a request to establish a new track, please provide justification as to why a new track is needed: [Click or tap here to enter text.](#)

The CIP Code Is Not Currently in the CPM:

- 7. Add program to the CPM without prerequisites
- 8. Add program to the CPM with prerequisites

Proposed Curriculum Actions:

- Add course(s) and/or course alternative(s)
- Eliminate course(s) and/or course alternative(s) (delete course from the CPM)
- Exempt course(s) and/or course alternative(s) (request exception from course)
- Carry over prerequisites from previous CIP without changes (CIP Code change)
- Carry over prerequisites from previous CIP with changes (CIP Code change)
- Other – please specify [Click or tap here to enter text.](#)

Please include the following supporting documentation with this proposal:

- The program page from the [Common Prerequisite Manual](#), if applicable.
- The program requirements for the baccalaureate degree program at your institution.

If this request is for any of the following, do not complete anything further:

- Add program to a current track without curriculum changes
- Establish a new track without prerequisites
- Add program to the CPM without prerequisites

If this request is for any of the following, please complete 1-8, where applicable:

- Make curriculum changes to an existing track at proposing institution
- Carry over prerequisites from previous CIP with no changes
- Carry over prerequisites from previous CIP with changes
- Add program to a current track with curriculum changes

- Establish a new track with prerequisites
- Add program to the CPM with prerequisites

1. For required prerequisite course(s) and/or course alternative(s), please list the following information for each course (add rows if necessary).

Course Prefix and Number	Course Title	Course Alternative	Justification for Course(s)	Credits
ACGX021	Principles of Financial Accounting		Currently approved common prerequisite	3
ACGX071	Principles of Management Accounting		ACG2071 is an existing lower-level course in the construction management curriculum at UNF that we would like to include as part of the common program prerequisites. This course is an introduction to managerial accounting, and serves to prepare our students for the business aspect of the construction industry.	3 (-4) (through 4)
STAX023	Elementary Statistics		Currently approved common prerequisite	3
ECOX013	Macroeconomics		Currently approved common prerequisite	3 (-4)
ECOX023	Microeconomics		Currently approved common prerequisite	3
CGSX100	Computer Applications for Business		Currently approved common prerequisite	3
MACX233	Business Calculus	MACX311	Currently approved common prerequisite	3 (-5)
BCNX210C	Construction Materials		Currently approved common prerequisite	3
BCNX251	Construction Drawing		Currently approved common prerequisite	3
BCNX405	Intro to Structures		Currently approved common prerequisite	3 (-5)
BCNX280C	Survey Construction Layout	BCTX054 or SURX001C or SURX205	BCN2280C is an existing lower-level course in the construction management curriculum at UNF that we would like to include as part of the common program prerequisites. This course	3

			provides students with an introductory knowledge of construction surveying and layout, which is an essential aspect of preparing students for careers in the construction industry, so the faculty want to include this course as a common prerequisite.	
PHYX053/L	Algebra-based Physics I with lab	PHYX053C or PHYX004/L	Currently approved common prerequisite	4 (-5)
PHYX054/L	Algebra-based Physics II with lab	CHMX045/L or PHYX005/L	Currently approved common prerequisite	4 (-5)
Total Credits				41 (-49)

2. If the course(s) above includes a course(s) that is offered currently at three or fewer FCS or SUS institutions, please provide justification as to why the course is critical for a student's success in the baccalaureate degree program. Please visit the [Statewide Course Numbering System](#) to determine the number of institutions that offer the course(s) (add rows if necessary). Click here for [instructions](#) on how to navigate the SCNS.

Course(s) Offered at 3 or Less FCS/SUS Institutions	Number of FCS Institutions Currently Offering Course (out of 28)	Number of SUS Institutions Currently Offering Course (out of 12)	Justification for Course(s)
BCNX280C	1	2	As mentioned above, this course provides students with an introductory knowledge of construction surveying and layout, which is an essential aspect of preparing students for careers in the construction industry. While this course is offered at only a few institutions, the addition of the alternatives ensures that there are multiple institutions offering an acceptable course.

3. If the request includes courses that are offered only at your institution, explain what options are available to students at other institutions for completing the required courses (add rows if necessary).

Course(s) Offered Only at Proposing Institution	Option(s) at Other Institutions	Explanation of Option(s)

4. If the request includes exemption from or elimination of a prerequisite course(s) and/or course alternative(s), please list the following information for each course that you would like to be exempt from or eliminate (add rows if necessary).

Course Prefix and Number	Course Title	Justification for Course Elimination/Exemption
Click or tap here to enter text.	Click or tap here to enter text.	<input type="checkbox"/> Exempt from Course <input type="checkbox"/> Elimination of Course

5. Please provide the college level prerequisite(s) for the common prerequisite course(s) if applicable (add rows if necessary).

Course Prefix	College Level Prerequisites	Credits
MACX233	MACX105	3
Total Credits		

6. Please provide the information requested below for the review of common prerequisite completion within 60 credit hours.

Number of Credit Hours for AA degree	60	60
Subtract the number of credit hours required for common prerequisites	- 41	-49
Subtract the number of credit hours of college-level course prerequisites for common prerequisite courses (if known)	-3	-3
Add the number of credit hours for common prerequisites that are also general education core requirements	+ 9	+9
Total Credits remaining to complete the rest of the student's general education requirements	= 25	=17

***NOTE: There will probably be at least 9 semester hours of common prerequisite courses that could also be counted within an institution's portion of general education.**

7. If a student does not have enough room in the "Total Credits" above to complete the rest of the general education requirements, please provide justification for requiring more common prerequisite course credit hours than can be accommodated by the student in 60 credit hours.

Click or tap here to enter text.

8. Other.

Click or tap here to enter text.

**2. UWF B.S. in Clinical Lab Science BSMLT to MLS
(Track 2) CIP 51.1005**

Courses Removed	Courses Added	Justification for request (if submitted)	Current Common Prerequisites	Common Prerequisite Completion within 60 hours
CHMX210L & PCBX3134 & BSCX085/L	Not Applicable	<p>The lecture portion of Organic Chemistry I is an important prerequisite for Biochemistry and Clinical Chemistry. CLS Students in the MLT to MLS track already have a strong background in chemistry techniques due to their work experience with clinical analyzers, including spectrophotometry, HPLC, nephelometry, immunoassays, automation and manual techniques. The laboratory component is unnecessary and redundant.</p> <p>PCBX134 This course option should be removed.</p> <p>BSCX085/L is duplicated in the current prerequisites. It should be removed from the section beginning with BSC 1010C (GE Core), and retained in the section beginning BSC2085C.</p>	MCGX013C or MCBX010C or MCBX020C or MACX023/L & STAX014 or STAX023 or STAX321 or STAX024 & CHMX210/L or CHMX210 & CHMX046C or CHMX046/L & CHMX045C or CHMX045/L or PCBX134 BSCX010C or BSCX086C or BSCX094C or BSCX085/L or PCBX011/L or BSCX094/L or PCBX134/L & BSCX-85C or BSCX093C or PCBX703C or BSCX093/L or PCBX703/L	X Yes <input type="checkbox"/> No

Common Prerequisite Request

Institution:	University of West Florida
Institution Liaison:	Emily Teets
Date of Submission:	March 1, 2022
Program/Degree Type:	Clinical Laboratory Sciences/B.S.MLT to MLS Track 2
Program CIP Code:	51.1005
Program Credit Hours:	120

If applicable, please complete the following if you are notifying us of a change to:

Program Credit Hours:	<p>Current Credit Hours:</p> <p>New Credit Hours:</p> <p>Effective Date:</p>
Limited Access Program Status:	<p><input type="checkbox"/> Change from open access to limited access</p> <p><input type="checkbox"/> Change from limited access to open access</p> <p>Effective Date:</p>
Program CIP Code:	<p>Current CIP code:</p> <p>New CIP Code:</p> <p>Effective Date:</p>
Baccalaureate Program Status:	<p><input type="checkbox"/> Notification of a Program Termination - Term/Year Program Should be Removed from the CPM:</p> <p><input type="checkbox"/> Notification of New Program - Anticipated Program Implementation Date:</p>

Proposed Revisions(s) to the CPM (check all that apply)

The CIP Code Is Currently in the CPM:

- 1. Make curriculum changes to an existing track at proposing institution
- 2. Add program to a current track without curriculum changes
- 3. Add program to a current track with curriculum changes
- 4. Establish a new track without prerequisites
- 5. Establish a new track with prerequisites
- 6. For numbers 1-5, please provide track information below:
 - a. Track 1 Track 2 Track 3 Track 4 Track 5 Track 6
 - b. Track Name:
 - c. If this is a request to establish a new track, please provide justification as to why a new track is needed:

The CIP Code Is Not Currently in the CPM:

- 7. Add program to the CPM without prerequisites
- 8. Add program to the CPM with prerequisites

Proposed Curriculum Changes:

- Add course(s) and/or course alternative(s)
- Eliminate course(s) and/or course alternative(s) (delete course from the CPM)
- Exempt course(s) and/or course alternative(s) (request exception from course)
- Carry over prerequisites from previous CIP without changes
- Carry over prerequisites from previous CIP with changes
- Other – please specify

Please include the following supporting documentation with this proposal.

- The program page from the [Common Prerequisite Manual](#), if applicable.
- The program requirements for the baccalaureate degree program at your institution.

If this request is for any of the following, do not complete anything further:

- Add program to a current track without curriculum changes
- Establish a new track without prerequisites
- Add program to the CPM without prerequisites

If this request is for any of the following, please complete 1-7, where applicable:

- Make curriculum changes to an existing track at proposing institution
- Carry over prerequisites from previous CIP with no changes
- Carry over prerequisites from previous CIP with changes
- Add program to a current track with curriculum changes
- Establish a new track with prerequisites
- Add program to the CPM with prerequisites

9. For required prerequisite course(s) and/or course alternative(s), please list the following information for each course (add rows if necessary).

Course Prefix and Number	Course Title	Course Alternative	Justification for Course(s)	Credits
MCBX013C	Intro microbiology	MCBX010C, MCBX020C, MCBX023/1		4-5
STAX014	Descriptive & Inferential Stat	STAX023, STAX321, STAX024		3
CHMX210/L	Organic Chemistry I with lab	CHMX210		4
CHMX046C	General Chemistry II with lab	CHMX046/L		4
CHMX045C	General Chemistry I with lab	CHMX045/L		4
BSCX010C	General Biology 1 with lab	BSCX010/L, BSCX086C, BSCX094C, BSCX094/L, BSCX085/L, PCBX011/L, PCBX134/L		4
BSCX085C	Anatomy & Physiology with lab	BSCX093C, BSCX085/L, BSCX093/L, PCBX703C, PCBX0703/L		4
Total Credits				28

10. If the course(s) above includes a course(s) that is offered currently at three or fewer FCS or SUS institutions, please provide justification as to why the course is critical for a student's success in the baccalaureate degree program. Please visit the [Statewide Course Numbering System](#) to determine the number of institutions that offer the course(s) (add rows if necessary). Click here for [instructions](#) on how to navigate the SCNS.

Course(s) limited to 3 or less FCS/SUS institutions	Number of FCS Institutions Currently Offering Course (out of 28)	Number of SUS Institutions Currently Offering Course (out of 12)	Justification for Course(s)

11. If the request includes courses that are offered only at your institution, explain what options are available to students at other institutions for completing the required courses (add rows if necessary).

Course(s) Only at Proposing Institution	Option(s) at Other Institutions	Explanation of Option(s)

12. If the request includes exemption from or elimination of a prerequisite course(s) and/or course alternative(s), please list the following information for each course that you would like to be exempt from or eliminate (add rows if necessary).

Course Prefix and Number	Course Title	Justification for Course Elimination/Exemption
CHM 2210L	Organic Chemistry I Lab	<input type="checkbox"/> Exempt from Course <input checked="" type="checkbox"/> Elimination of Course The lecture portion of Organic Chemistry I is an important prerequisite for Biochemistry and Clinical Chemistry. CLS Students in the MLT to MLS track already have a strong background in chemistry techniques due to their work experience with clinical analyzers, including spectrophotometry, HPLC, nephelometry, immunoassays, automation and manual techniques. The laboratory component is unnecessary and redundant.
PCB 3134	Cell Structure & Function	<input type="checkbox"/> Exempt from Course <input checked="" type="checkbox"/> Elimination of Course This course option should be removed.
BSC 1085/L	Anatomy & Physiology I/Laboratory	<input type="checkbox"/> Exempt from Course <input checked="" type="checkbox"/> Elimination of Course This course is duplicated in the current prerequisites. It should be removed from the section beginning with BSC 1010C (GE Core), and retained in the section beginning BSC2085C.

13. Please provide the college level prerequisite(s) for the common prerequisite course(s) if applicable (add rows if necessary).

Course Prefix	College Level Prerequisites	Credits
Total Credits		

14. Please provide the information requested below for the review of common prerequisite completion within 60 credit hours.

Number of credit hours for AA	60
Subtract number of credit hours required for common prerequisites	- 28
Subtract number of college level course prerequisites for common prerequisite courses (if known)	-
Add the number of credit hours for common prerequisites that are also general education core requirements	+ 6
Total number of credit hours left to complete the rest of the student's <u>general education requirements</u>	= 38

Please note that there are most likely additional science coursework that could count towards meeting the institutional portion of general education requirements.

15. If a student does not have enough room in the “total” above to complete the rest of the general education requirements, please provide justification for requiring more common prerequisite course credit hours than can be accommodated by the student in 60 credit hours.

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