1. No minutes from June 2015 as meeting was handled via e-vote and the July 2015 meeting was cancelled.

2. New Courses

   A28 AGEC 223          A34 ESSM 404
   A29 AGEC 324          A35 MEEN 439
   A30 AGEC 423          A36 MEEN 469
   A31 CVEN 450          A37 MSEN 222
   A32 ECEN 467          A38 PETE 337
   A33 ESSM 310          A39 PETE 437

Previously tabled
A25 GEOL 102 – missing late work/absence policy, student rule

3. Change in Courses

   C31 AGEC 424 – course title, prerequisites
   C32 AGEC 425 – course title
   C33 ECEN 424 – lab contact hours
   C34 MSEN 310 – prerequisites
   C35 MSEN 410 – prerequisites
   C36 MSEN 420 – prerequisites
   C37 MSEN 460 – prerequisites
   C38 PETE 335 – course description
   C39 PETE 355 – prerequisites
   C40 PETE 435 – course description
   C41 PHLT 301 – course number (to 201)
   C42 RPTS 474 – lab contact hours, SCH
   C43 WFSC 406 – course title

Previously tabled
C28 GEOL 101 – lab contact hours, SCH
   Learning outcomes are not measurable, they are objectives; late work/absence policy

4. Change in Curricula

   College of Agriculture and Life Sciences
   Department of Ecosystem Science and Management
     D9  BS in Ecological Restoration
   D10  BS in Rangeland Ecology and Management – Ranch Management Option
   D11  BS in Rangeland Ecology and Management – Rangeland Resources Option
   D12  Minor in Rangeland Ecology and Management

   Department of Recreation, Park and Tourism Sciences
   D13  BS in Recreation, Park and Tourism Sciences - Youth Development Certificate
   D14  Tourism and Hospitality Management Certificate
Department of Wildlife and Fisheries Sciences
D15   Minor in Wildlife and Fisheries Sciences

Dwight Look College of Engineering
Department of Materials Science and Engineering
D16   Minor in Materials Science and Engineering

Department of Petroleum Engineering
D17   BS in Petroleum Engineering

5. Texas A&M University at Galveston
   a. New Course
      G1a   MART 205
   b. Change in Curricula

      Texas A&M University at Galveston
      Department of Maritime Administration
      G2d   BS in Maritime Administration

      G3d   BS in Maritime Administration and Master in Maritime
             Administration and Logistics (3+2)

      G4d   Minor in Maritime Administration

6. Special Consideration

   Mays Business School
   BBA in Business Administration
   H7    Request for a new degree program

   Dwight Look College of Engineering
   Department of Mechanical Engineering
   H8    Minor in Analysis, Design and Management of Energy Conversion Systems
         Request for a new minor

   H9    Minor in Control of Mechanical Systems
         Request for a new minor

   H10   Minor in Design and Simulation of Mechanical Systems
         Request for a new minor

7. Other Business
NEW COURSES
Texas A&M University  
Departmental Request for a New Course  
Undergraduate • Graduate • Professional  
• Submit original form and attach a course syllabus.

Form Instructions

1. Course request type:  
   - ☑ Undergraduate  
   - ☐ Graduate  
   - ☐ First Professional (DDS, MD, JD, PharmD, DVM)

2. Request submitted by (Department or Program Name):  
   Department of Agricultural Economics
   AGEC 223  Establishing Agribusiness Entrepreneurship Networks I

3. Course prefix, number and complete title of course:

4. Catalog course description (not to exceed 50 words):  
   Introduction to successful entrepreneurs and other professionals, identifying suggested strategies and tactics in starting and sustaining viable rural and metropolitan business ventures; emphasis on importance of and how to develop relationships with a broad spectrum of mentors.

5. Prerequisite(s):  
   Open to all majors.

6. Is this a variable credit course?  
   - ☑ No  
   If yes, from _____ to _____

7. Is this a repeatable course?  
   - ☑ No  
   If yes, this course may be taken _____ times.

   Will this course be repeated within the same semester?  
   - ☑ No

8. Will this course be submitted to the Core Curriculum Council?  
   - ☑ No

9. How will this course be graded:  
   - ☑ Grade  
   - ☐ S/U  
   - ☐ P/F (CLMD)

10. This course will be:
   a. required for students enrolled in the following degree program(s) (e.g., B.A. in history)
   b. an elective for students enrolled in the following degree program(s) (e.g., M.S., Ph.D. in geography)

   An elective for BS in AGEC, an elective for BS AGBU, an elective for other majors as approved by their advisor(s)

11. If other departments are teaching or are responsible for related subject matter, the course must be coordinated with these departments. Attach approval letters.

12. ☑ I verify that I have reviewed the FAQ for Export Control Basics for Distance Education (http://vpr.tamu.edu/resources/export-control/export-control-basics-for-distance-education).

13. Prefix | Course # | Title (excluding punctuation)  
AGEC  | 223 | Est AGBU Entre Netwks I

<table>
<thead>
<tr>
<th>Lect.</th>
<th>Lab</th>
<th>Other</th>
<th>SCH</th>
<th>CIP and Fund Code</th>
<th>Admin. Unit</th>
<th>Acad. Year</th>
<th>HICE Code</th>
</tr>
</thead>
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<td>0101020005</td>
<td>0140</td>
<td>16</td>
<td>17</td>
</tr>
</tbody>
</table>

Approval recommended by:

G. Parr Rossen  
Department Head or Program Chair (Type Name & Sign)  
Date  

Robert Knight  
Chair, College Review Committee  
Date  

Kim Dooley  
Dean of College  
Date  

Tim Scott  
Chair, GC or UCC  
Date  

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra.williams@tamu.edu  
Curricular Services – 07/14
AGEC 223 – ESTABLISHING AGRIBUSINESS ENTREPRENEURSHIP NETWORKS I

Fall 2015
Section 200 HONORS – Wednesday, 3:00-3:50
Section 500 – Wednesday, 3:00-3:50
HEEP Building (West Campus), room 101

COURSE CREDIT: 1-0 for 1

Instructor: M. Edward Rister
Office: AGLS 211B
Phone: 979-845-3801; 979-255-5211
E-Mail: e-rister@tamu.edu
Office Hours: Tuesday and Friday, during 8:30am – 11:30 by appointment [or see me before or after class to identify another mutually convenient time]

COURSE DESCRIPTION
Provides students an introduction to successful entrepreneurs and other professionals, identifying suggested strategies and tactics in starting and sustaining viable rural and metropolitan business ventures. Emphasis is on importance of, and how to develop, relationships with a broad spectrum of mentors.

PREREQUISITES
Open to all majors.

LEARNING OUTCOMES
1. Students will be able to define what agri/metropolitan entrepreneurship is.
2. Students will be able to recognize opportunities available in agri/metropolitan entrepreneurship.
3. Students will assemble and organize a base foundation of mentors for future reference when starting their own business and/or working in someone else’s business venture.
4. Students will identify the attributes of successful mentors and be able to utilize that information when expanding their mentor network in the future.
5. Students will classify the various types of mentors important for inclusion in their agri/metropolitan entrepreneurship networks.
6. Students will evaluate the core characteristics of successful agri/metropolitan business ventures important for consideration with respect to sustaining a startup or continuing venture.
COURSE OBJECTIVES
The primary objectives of AGEC 223 are to acquaint students with what agri/metropolitan entrepreneurship is and how to proceed in developing a network of mentor experts to assist them throughout their professional careers. Specific course objectives beyond those directly associated with attaining the Learning Outcomes include:
1. Students will develop a rapport with ‘real-world’ agri/metropolitan entrepreneurs and other professionals, augmenting their understanding of managerial issues of importance in attaining success in an agri/metropolitan business venture.
2. Students will begin to appreciate and understand the importance of a management ‘dashboard’ for monitoring and controlling the critical production, marketing, and financial functions of an agri/metropolitan venture.
3. Students will develop and utilize a method for assimilating an agri/metropolitan entrepreneurship network.
4. Students will enhance their listening, writing, oral, and computer skills associated with their engagements with a series of ‘real-world’ “Profs-for-a-Day.”
5. Students will realize their inherent interest in being an entrepreneur.

TEXTBOOK AND RESOURCE MATERIALS
No formal textbook is required. Resource materials include a series of handouts associated with the various ‘real-world’ “Profs-for-a-Day” who will meet with the class during the semester. An example lineup of such speakers is illustrated in the Course Topics and Calendar of activities section.

GRADING POLICIES
Expect your grades to be assigned as follows on the basis of the points you earn during the semester (after credit for bonuses and after deductions for non-professional behavior), with no rounding up of numeric grades nor allowance for any “extra” work.

<table>
<thead>
<tr>
<th>Percentage Points Earned During the Semester</th>
<th>Associated Course Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>90 and 90+</td>
<td>A</td>
</tr>
<tr>
<td>80 – 89.999999</td>
<td>B</td>
</tr>
<tr>
<td>70 - 79.999999</td>
<td>C</td>
</tr>
<tr>
<td>60 - 69.999999</td>
<td>D</td>
</tr>
<tr>
<td>Below 60</td>
<td>F</td>
</tr>
</tbody>
</table>

Each student’s earned letter grade is determined on the basis of weighted points earned during the semester according to the categories and weights noted in the following discussion and remainder of this Syllabus. The instructor and TAs reserve the right to adjust/curve the overall grades at the end of the semester; that is, no individual graded item is curved during the
semester. Students are guaranteed semester grades for AGEC 223 according to the above-specified structure. In the event of an end-of-the-semester adjustment/curve, the instructors may adjust/curve a different amount of points at each grade break, depending on apparent, subjectively-determined, substantial breaks in calculated grades for the class. As a general rule, DO NOT expect a curve nor ask for one. Also, do not request “extra work” to raise your grade; that is, do the assigned work at the level of competency that will earn you the grade you want in this class. Also, all assignments and terms of the course are “cast in stone” – do not ask for substitution work in place of assignments you are unable to fulfill; rather, work more diligently on the remaining assignments to make up the points you lost due to not submitting/performing the missed assignment.

Grading Criteria for HONORS Students:
Students seeking to enroll in the AGEC 223 HONORS section are advised they need a 3.5 cumulative GPR and that GPR applies to courses taken ONLY at Texas A&M plus they must be recognized by their department’s Undergraduate Office as an Honors-qualified student. In addition to the regular class work required of AGEC 223, the following additional work is required of Honors-enrolled students:

All of the normal grading criteria apply to AGEC 223 section 500 students enrolled for HONORS in AGEC 223 section 200. In addition, HONORS students will be required to (a) develop a personal Strengths/Weaknesses, Opportunities/Threats self-assessment, and (b) identify the critical elements of a management ‘dashboard’ associated with an agri/metropolitan business of their choosing. The grades for these additional assignments will be incorporated into the “Homework and Quizzes” category of the grading criteria.

There are three basic categories comprising the grading structure of AGEC 223:
1. Basic Overhead Items;
2. Homework and Quizzes; and
3. Final Exam.
The percentage of semester points (the semester total is 100%) for each category and the elements thereof are noted below.

<table>
<thead>
<tr>
<th>Basic Overhead Items</th>
<th>20%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attendance</td>
<td>15%</td>
</tr>
<tr>
<td>Professional Conduct &amp; Class Citizenship</td>
<td></td>
</tr>
<tr>
<td>Attendance and Participation in September 2015 ACE Day</td>
<td><a href="http://aceday.tamu.edu/">http://aceday.tamu.edu/</a></td>
</tr>
<tr>
<td>Homework and Quizzes</td>
<td></td>
</tr>
<tr>
<td>Speaker Summaries</td>
<td>30%</td>
</tr>
<tr>
<td>Speaker Thank-You Notes</td>
<td>5%</td>
</tr>
<tr>
<td>Speaker Engagement</td>
<td>5%</td>
</tr>
<tr>
<td>Quizzes</td>
<td>5%</td>
</tr>
<tr>
<td>Final Exam</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>15%</strong></td>
</tr>
</tbody>
</table>

In addition to the details which follow, students are advised to consult University Student Rules [http://student-rules.tamu.edu/rule07](http://student-rules.tamu.edu/rule07) and [http://student-rules.tamu.edu/rule10](http://student-rules.tamu.edu/rule10) for additional information regarding Attendance and Grading.

**Basic Overhead Items.** Professionalism is a major component of AGEC 223. In that regard, each student’s daily, timely attendance, and professionalism in the classroom and instructors’ offices are major components of his/her final grade. Each unexcused absence results in a deduction of 3.333333 points from the student’s calculated final numeric grade prior to determination of the course letter grade. A total of ten or more unexcused and excused absences results in a course grade of F.

Professional Conduct & Class Citizenship (refer to **Professional Conduct Rules** on next page) includes class participation, class behavior, adhering to class “Sandbox” rules (distributed on the first day of class), and other aspects of the class policies designated in this syllabus. This Syllabus identifies the Structure (expectations) of AGEC 223 professionalism, and your Conduct determines your Performance grade.

The College’s annual Fall and Spring Agricultural Career Exposition (ACE) Days ([http://aglifesciences.tamu.edu/students/aceday/](http://aglifesciences.tamu.edu/students/aceday/)) are great opportunities for networking, observing others’ “entrepreneurial” skills and qualities, AND exploring the job market. All students are expected to attend and participate in ACE Day on September 29, 11:00 a.m. - 4:00 p.m., in the MSC Bethancourt Ballroom. Mark your calendar and make arrangements (e.g., trade work shifts – work is not an accepted reason for you not fulfilling this class requirement) to be able to do so. Substitution of another college’s career day event is not allowed for this assignment. There is an assignment for this activity for you to complete during and after your attendance. This assignment will be distributed during mid-September and its submission to the instructor is expected the week following the event.
Professional Conduct Rules (a.k.a. Sandbox Rules). With regards to professionalism in the classroom, I am a firm believer in the “Structure, Conduct, and Performance” paradigm. These “Sandbox Rules,” developed from a similar list by one of my Michigan State University professors, represent the Structure of desired Conduct in AGEC 223. Knowing this information, it is expected students’ Performance will meet and surpass these standards. As incentives for doing so, a substantial component of AGEC 223 grading criteria is associated with students’ attainment of these behavioral standards. Be professional, Aggies!

Think of and approach coming to class as if you were going to a daily management meeting. As such, we will follow a set of rules and business etiquette that is similar to what you will encounter in the professional world, including these AGEC 223 “Sandbox Rules.” There are no exceptions to these rules.

✔ Adhere to the Aggie Honor Code at all times;
✖ No food or drink (including alcohol and water) in lecture or at help sessions;
✖ No tobacco products in lecture or at help sessions – no exceptions, please;
✖ No profanity during lecture or at help sessions;
✖ No cellular telephones, beepers, iPods, iPads, computer laptops (including during the presence of a guest “Prof-for-a-Day” in our class), or other electronic devices are to be used during lecture or at help sessions (this means no texting, voice mail, outgoing calls, answering calls, ringing of your telephone, etc.);
✖ No pets (e.g., dogs, cats, snakes, mice, birds, etc.) in lecture or at help sessions (see instructors for exceptions for guide dogs & other companion aid animals);
✖ No reading of The Battalion or other non-class materials during class time;
✖ Programmable calculators MAY NOT BE USED during exams (in fact, use of calculators in AGEC 223 is discouraged at all times – use Excel!);
✖ HATS, CAPS AND OTHER HEAD COVERS OFF (APPLIES TO BOTH MEN AND WOMEN) DURING LECTURE, HELP SESSIONS, in instructors’ offices, and in the TAs’ offices;
✖ SUNGLASSES OFF (totally – do not prop on top of your head; same for regular glasses when not being used for reading) (APPLIES TO BOTH MEN AND WOMEN) DURING LECTURE, HELP SESSIONS, in instructors’ offices, and in the TAs’ offices;
✖ NO INSTANT MESSAGING (or Text or Twittering or FaceBook, etc.), E-MAILING, OR INTERNET ACTIVITY OF ANY KIND BESIDE AGEC 223 CLASSWORK IS ALLOWED DURING CLASS TIME;
✖ DO NOT use a computer or any other electronic device during the presence of a guest “Prof-for-a-Day” in our class;
✖ DO NOT use the computer or any other electronic device while the instructors are lecturing, unless explicitly told to do so – take handwritten notes instead;
✔ Call or e-mail in advance of missing a class (not a requirement, but this is the instructors’ preference – your professionalism will be rewarded);
✔ Adhere to all announced and posted Microcomputer Lab procedures during help sessions;
✔ Clean up and remove your “trash” as you leave lecture; better yet, pick up others’ “trash” and also remove it from the classroom as you leave the room. Set an example for others and leave the classrooms in as good, or better, appearance than when we arrived (as posted in several Rudy’s BBQ restaurants located throughout Texas, “Your mother is not here. Please clean up your own mess”);
⊙ Additional “rules” may be added during the semester if special circumstances arise; and
✔ Bottomline, be professional and courteous to all. Remember why you and your classmates are here – to learn, to network, and to prepare for the future.

**Homework and Quizzes.** Students are expected to develop a summary for each “Prof-for-a-Day” speaker using a WORD template provided by the instructor. These summaries are to be submitted electronically within one week of the presentation using eCampus – no hard copies or e-mailed versions accepted. The speaker summaries are graded according to content (50%), grammar (30%), and spelling (20%); no late submissions are accepted. Personal handwritten thank-you notes are expected for each speaker within one week of the presentation and will be graded according to content (50%), grammar (30%), and spelling (20%); no late submissions are accepted – in the case of excused absences, those assignments are disregarded during grade calculations and for unexcused absences, grades of zero are assigned. Professional thank-you card materials are required (i.e., typed or handwritten notes on notebook paper and use of letter-size envelopes are unacceptable). A recommended format and examples of acceptable thank-you notes will be distributed on the first day of class. Random quizzes regarding the “Prof-for-a-Day” presentations will be administered.

**Final Exam.** The Final Exam is scheduled for Tuesday, December 15, 2015, 10:30 a.m. to 12:30 p.m. (mark your calendar!). The focus of the final exam is on the content of the weekly presentations by the guest ‘real-world’ "Profs-for-a-Day," with the students expected to be able to assimilate and synthesize that content into concise, articulate summaries related to the various themes identified and emphasized during the semester.

**AMERICANS WITH DISABILITIES ACT (ADA) POLICY STATEMENT**
The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please contact Disability Services, in Cain Hall, Room B118, or call 845-1637. For additional information visit [http://disability.tamu.edu](http://disability.tamu.edu)

If you have any question in regards to this issue, please speak to me early in the semester – do not hesitate to contact me – do NOT wait until the time of or after the first grade of the semester – contact me well before that time.
COURSE TOPICS, CALENDARS OF ACTIVITIES, AND MAJOR ASSIGNMENT DATES

Major dates of importance to place on your calendar at the beginning of the semester include those identified in the following table. As noted previously, speaker summaries and thank you notes are due within one week of the “Prof-for-a-Day’s” presentation. The slate of speakers identified is both illustrative and tentative, with the exact speaker identities and timing to be determined during the summer of 2015. All class dates, except that for the final exam (which is on a Tuesday), are on Wednesday.

### AGEC 223 Calendar of Activities, Fall 2015

<table>
<thead>
<tr>
<th>Date</th>
<th>Class Day Nbr</th>
<th>Name of Prof-for-a-Day</th>
<th>Business</th>
<th>Location</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>2-Sep</td>
<td>1</td>
<td>RISTER</td>
<td>n/a</td>
<td>n/a</td>
<td>Course Semantics</td>
</tr>
<tr>
<td>9-Sep</td>
<td>2</td>
<td>Benjamin Knox</td>
<td>Benjamin Knox Gallery</td>
<td>College Station</td>
<td>Entrepreneurship -- Establishing and Growing Your Business</td>
</tr>
<tr>
<td>16-Sep</td>
<td>3</td>
<td>Bill Corrigan</td>
<td>Corrigan-Goddard Family Investments</td>
<td>Dallas</td>
<td>Entrepreneurs' Family- and Self-Responsibilities</td>
</tr>
<tr>
<td>23-Sep</td>
<td>4</td>
<td>Bryan Bracey</td>
<td>Southside Market and BBQ</td>
<td>Elgin</td>
<td>Entrepreneur -- Family Business</td>
</tr>
<tr>
<td>30-Sep</td>
<td>5</td>
<td>Jim Pillans</td>
<td>Brazos Valley SBDC</td>
<td>BCS</td>
<td>Planning for Your Business' Success</td>
</tr>
<tr>
<td>7-Oct</td>
<td>6</td>
<td>Don Sullins</td>
<td>Archer Daniels Midland</td>
<td>Collegeville</td>
<td>Succeeding As An Entrepreneur in the Corporate World</td>
</tr>
<tr>
<td>14-Oct</td>
<td>7</td>
<td>Steve Cooper</td>
<td>Cooper Enterprises</td>
<td>El Campo</td>
<td>Entrepreneurship -- Identifying Your Opportunities</td>
</tr>
<tr>
<td>21-Oct</td>
<td>8</td>
<td>Paul Burrough</td>
<td>National Finance Credit Corp. of Texas</td>
<td>Fort Worth</td>
<td>Financing Considerations</td>
</tr>
<tr>
<td>28-Oct</td>
<td>9</td>
<td>Terri Neutzler</td>
<td>The Pink Zebra</td>
<td>College Station</td>
<td>Marketing &amp; Employee Management</td>
</tr>
<tr>
<td>4-Nov</td>
<td>10</td>
<td>Michael Yamada</td>
<td>Harley's</td>
<td>College Station</td>
<td>Entrepreneurship -- Retail Niche Survival</td>
</tr>
<tr>
<td>11-Nov</td>
<td>11</td>
<td>Ted Abele</td>
<td>Conapco</td>
<td>Kansas City, MO</td>
<td>Investment Entrepreneurship</td>
</tr>
<tr>
<td>18-Nov</td>
<td>12</td>
<td>Jim Aston</td>
<td>First Bank Texas</td>
<td>Stamford, TX</td>
<td>Financing Considerations</td>
</tr>
<tr>
<td>25-Nov</td>
<td>13</td>
<td>Reading Day --</td>
<td>n/a</td>
<td>n/a</td>
<td>n/a</td>
</tr>
<tr>
<td></td>
<td></td>
<td>No Classes</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2-Dec</td>
<td>14</td>
<td>Joe &amp; Shirley Swinbank</td>
<td>Swinbank Companies &amp; Yorkshire Academy</td>
<td>Houston</td>
<td>The Spirit of Being an Entrepreneur</td>
</tr>
<tr>
<td>9-Dec</td>
<td>15</td>
<td>Patrick Williams</td>
<td>Texas A&amp;M Foundation</td>
<td>College Station</td>
<td>Who Are You?</td>
</tr>
<tr>
<td>15-Dec</td>
<td></td>
<td>FINAL EXAM</td>
<td>n/a</td>
<td>n/a</td>
<td></td>
</tr>
</tbody>
</table>
ACADEMIC INTEGRITY

Scholastic Honesty. A note on cheating -- it is not tolerated! If you are caught in the act, you will automatically receive a zero on the work in question. Your instructor will then proceed in completing the Honor Code Violation Report form and report you, through the Department of Agricultural Economics Undergraduate Office and Department Head, to the Aggie Honor System Office.

For many years Aggies have followed a Code of Honor, which is stated in this very simple statement:

An Aggie does not lie, cheat or steal, or tolerate those who do.

The Aggie Code of Honor is an effort to unify the aims of all Texas A&M men and women toward a high code of ethics and personal dignity. For most, living under this code will be no problem, as it asks nothing of a person that is beyond reason. It only calls for honesty and integrity, characteristics that Aggies have always exemplified.

The Aggie Code of Honor functions as a symbol to all Aggies, promoting understanding and loyalty to truth and confidence in each other.

For additional information, please visit: http://aggiehonor.tamu.edu

On all AGEC 223 course work, assignments, and examinations at Texas A&M University, unless otherwise specified at the time of the assignment/exam, the following Honor Pledge will be preprinted, to be completed and signed by the student:

"On my honor, as an Aggie, I have neither given nor received unauthorized aid on this academic work."

__________________________  ______________________
Student’s Signature          Date

__________________________  ______________________
Student’s Printed Name        UIN

"An Aggie does not lie, cheat, or steal, or tolerate those who do."
MISCELLANEOUS

If you have any questions, give me a call. Call me in this order: C:979.255.5211 or O:979.845.3801 or H:979.690.0180. Please call between 6:30 a.m. and 7:30 p.m.; be sure and leave a message and your name if I do not answer.

Also, be sure and include AGEC 223 and your name in the subject line of all e-mails you send me. Be sure and flag your e-mail with the word QUESTION in the subject line when you are needing a response – otherwise, it may get lost in the shuffle for a few days.

Come to class the first week prepared to take notes (i.e., bring some paper and one or more pens and pencils). Taking notes and reviewing those notes with your classmates are strongly encouraged. As a general rule, most information presented is not repeated.

Congratulations on being in our class! Your TAs and I are looking forward to a great semester and year. Thanks.

Gig 'em,

Ed Rister '74  
Professor, and Associate Head  
The M. Edward Rister '74 Chair in Rural Entrepreneurship,  
Dept. of Agricultural Economics  
Texas A&M University  
2124 TAMUS (this line is required on all correspondence)  
College Station, TX 77843-2124
Texas A&M University  
Departmental Request for a New Course  
Undergraduate ♫ Graduate ♫ Professional  
* Submit original form and attach a course syllabus.*

**Form Instructions**

1. **Course request type:**  
   - ☑ Undergraduate  
   - ☐ Graduate  
   - ☐ First Professional (DDS, MD, JD, PharmD, DVM)

2. **Request submitted by (Department or Program Name):**  
   - Department of Agricultural Economics

3. **Course prefix, number and complete title of course:**  
   - AGEC 324 Agribusiness Entrepreneurship - Budgeting

4. **Catalog course description (not to exceed 50 words):**  
   - Case study approach to demonstrate a process for evaluating the economic feasibility of a single-enterprise rural or metropolitan business venture; relevant production, marketing, and financing costs, in combination with capital ownership and overhead costs; computer spreadsheets including attention to deterministic sensitivity analyses; computer capabilities are essential.

5. **Prerequisite(s):**  
   - AGEC 105 or ECON 202; ACCT 209 or ACCT 210 or ACCT 229 or ACCT 230 or AGEC 330 or FINC 341 or FINC 408; junior or senior classification or approval of instructor.

6. **Cross-listed with:**  
   - Stacked with:

   Cross-listed course: require the signature of both department heads.

7. **Is this a variable credit course?**  
   - ☑ No  
   - If yes, from ______ to ______

8. **Is this a repeatable course?**  
   - ☑ No  
   - If yes, this course may be taken ______ times.

9. **Will this course be repeated within the same semester?**  
   - ☑ No

10. **Will this course be submitted to the Core Curriculum Council?**  
    - ☑ Yes  
    - ☐ No

11. **How will this course be graded:**  
    - ☑ Grade  
    - ☐ S/U  
    - ☐ P/F (CLMD)

12. **This course will be:**  
    - a. required for students enrolled in the following degree program(s) (e.g., B.A. in history)
    - b. an elective for students enrolled in the following degree program(s) (e.g., M.S., Ph.D. in geography)

   An elective for BS AGEC, an elective for BS AGBU, an elective for other majors as approved by their advisor(s)

13. **Approval recommended by:**

   - C. Parr Rossan  
   - Chair, College Review Committee  
   - Dean of College

   Submitted to Coordinating Board by:  
   - Tim Scott  
   - Chair, GC or UCC

   Effective Date  
   - JUN 22, 2015

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra.williams@tamu.edu  
Curricular Services – 07/14
AGEC 324 – AGRIBUSINESS ENTREPRENEURSHIP
BUDGETING

Spring 2016
Section 200 HONORS – Lecture on Monday and Wednesday,
10:20-11:10; and Labs on Monday and Wednesday, 11:30-12:20 (must
attend both labs)

Section 500 – Lecture on Monday and Wednesday,
10:20-11:10; and Labs on Monday and Wednesday, 11:30-12:20 (must
attend both labs)

Location TBD

COURSE CREDIT: 2-2 (two hours of lecture & two hours of lab) for 3 hours total credit

Instructor: M. Edward Rister
Office: AGLS 211B
Phone: 979-845-3801; 979-255-5211
E-Mail: e-rister@tamu.edu
Office Hours: Tuesday and Friday, during 8:30am – 11:30 by appointment [or see me before or after class to identify another mutually convenient time]

COURSE DESCRIPTION
A case study approach is used to demonstrate a process for evaluating the economic feasibility of a single-enterprise rural or metropolitan business venture. Relevant production, marketing, and financing costs, in combination with capital ownership and overhead costs, are identified. Computer spreadsheets are used extensively, including attention to deterministic sensitivity analyses. Computer capabilities are essential.

PREREQUISITES
AGEC 105 or ECON 202; ACCT 209 or ACCT 210 or ACCT 229 or ACCT 230 or AGEC 330 or FINC 341 or FINC 409; junior or senior classification; or approval of instructor.

LEARNING OUTCOMES
1. Students will be able to articulate and discuss relevant revenues and costs affecting the economic profitability of a single-enterprise rural or metropolitan business venture.
2. Students will enhance their ability to construct and utilize computer spreadsheets for economic analyses.
3. Students will recognize and understand the relevance of basic economic concepts and principles as they affect the marginal and comprehensive economic profitability of a single-enterprise rural or metropolitan business venture.
4. Students will define and distinguish the difference between economic and financial feasibility.
COURSE OBJECTIVES
The primary objectives of AGEC 324 are to introduce students to a protocol for identifying individual revenue and cost elements of a comprehensive economic assessment of a single-enterprise rural or metropolitan business venture. Specific course objectives beyond those directly associated with attaining the Learning Outcomes include:
1. Using a case study approach, students will develop an approach to identifying, collecting, and assimilating revenue and cost information for a single-enterprise rural or metropolitan business venture.
2. Students will develop competency in using computer spreadsheets to organize, analyze, and synthesize enterprise revenue and cost information.
3. Students will enhance their abilities to move from a conceptual business idea toward the first steps of assembling a systematic, economic-based analytical appraisal of the potential of that business idea.
4. Students will begin to discover their inherent interest in being an entrepreneur.

TEXTBOOK AND RESOURCE MATERIALS
No formal textbook is required. Resource materials include a description of a definitive case study of a single-enterprise rural or metropolitan business venture to be used as the focal evaluation forum during the course. In addition, a series of computer spreadsheet templates will be provided to facilitate implementation of the economic enterprise budgeting methodology.

GRADING POLICIES
Expect your grades to be assigned as follows on the basis of the points you earn during the semester (after credit for bonuses and after deductions for non-professional behavior), with no rounding up of numeric grades nor allowance for any “extra” work.

<table>
<thead>
<tr>
<th>Percentage Points Earned During the Semester</th>
<th>Associated Course Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>90 and 90+</td>
<td>A</td>
</tr>
<tr>
<td>80 - 89.999999</td>
<td>B</td>
</tr>
<tr>
<td>70 - 79.999999</td>
<td>C</td>
</tr>
<tr>
<td>60 - 69.999999</td>
<td>D</td>
</tr>
<tr>
<td>Below 60</td>
<td>F</td>
</tr>
</tbody>
</table>

Each student’s earned letter grade is determined on the basis of weighted points earned during the semester according to the categories and weights noted in the following discussion and remainder of this Syllabus. The instructor and TAs reserve the right to adjust/curve the overall grades at the end of the semester; that is, no individual graded item is curved during the semester. Students are guaranteed semester grades for AGEC 324 according to the above-
specified structure. In the event of an end-of-the-semester adjustment/curve, the instructors may adjust/curve a different amount of points at each grade break, depending on apparent, subjectively-determined, substantial breaks in calculated grades for the class. As a general rule, DO NOT expect a curve nor ask for one. Also, do not request "extra work" to raise your grade; that is, do the assigned work at the level of competency that will earn you the grade you want in this class. Also, all assignments and terms of the course are "cast in stone" – do not ask for substitution work in place of assignments you are unable to fulfill; rather, work more diligently on the remaining assignments to make up the points you lost due to not submitting/performing the missed assignment.

Grading Criteria for HONORS Students:
Students seeking to enroll in the AGEC 324 HONORS section are advised they need a 3.5 cumulative GPR and that GPR applies to courses taken ONLY at Texas A&M plus they must be recognized by their department’s Undergraduate Office as an Honors-qualified student. In addition to the regular class work required of AGEC 324 students, the following additional work is required of Honors-enrolled students:

All of the normal grading criteria apply to AGEC 324 section 500 students enrolled for HONORS in AGEC 324 section 200. In addition, HONORS students will be required to identify a single-enterprise rural or metropolitan business venture other than the one investigated as part of the case study, and then prepare a detailed inventory of relevant revenue and cost data pertaining to that enterprise which is necessary for obtaining to prepare a related comprehensive enterprise budget. The grades for these additional assignments will be incorporated into the "Homework and Quizzes" category of the grading criteria.

There are three basic categories comprising the grading structure of AGEC 324:
① Basic Overhead Items;
② Homework and Quizzes; and
③ Final Exam.
The percentage of semester points (the semester total is 100%) for each category and the elements thereof for each Contract Grading Option are noted below.

**Basic Overhead Items**
- Attendance 15%
- Class Citizenship 15%
- Attendance and Participation in February 2016 ACE Day [http://aceday.tamu.edu/](http://aceday.tamu.edu/) .5% 35%

**Homework and Quizzes**
- Computer spreadsheet completion 15%
- Computer spreadsheet interpretation 15%
- Quizzes 10% 40%
- Final Exam 25%

**TOTAL** 100%

In addition to the details which follow, students are advised to consult University Student Rules [http://student-rules.tamu.edu/rule07](http://student-rules.tamu.edu/rule07) and [http://student-rules.tamu.edu/rule10](http://student-rules.tamu.edu/rule10) for additional information regarding Attendance and Grading.

**Basic Overhead Items.** Professionalism is a major component of AGEC 324. In that regard, each student’s daily, timely attendance, and professionalism in the classroom and instructors’ offices are major components of his/her final grade. Each unexcused absence results in a deduction of 3.333333 points from the student’s calculated final numeric grade prior to determination of the course letter grade. A total of ten or more unexcused and excused absences results in a course grade of F.

Professional Conduct & Class Citizenship (refer to Professional Conduct Rules on next page) includes class participation, class behavior, adhering to class “sandbox” rules (distributed on the first day of class), and other aspects of the class policies designated in this syllabus. This Syllabus identifies the Structure (expectations) of AGEC 324 professionalism, and your Conduct determines your Performance grade.

The College’s annual Fall and Spring Agricultural Career Exposition (ACE) Days ([http://aglifesciences.tamu.edu/students/aceday/](http://aglifesciences.tamu.edu/students/aceday/)) are great opportunities for networking, observing others’ “entrepreneurial” skills and qualities, AND exploring the job market. All students are expected to attend and participate in ACE Day on February 5, 11:00 a.m. - 4:00 p.m., in the MSC Bethancourt Ballroom. Mark your calendar and make arrangements (e.g., trade work shifts – work is not an accepted reason for you not fulfilling this class requirement) to be able to do so. Substitution of another college’s career day event is not allowed for this assignment. There is an assignment for this activity for you to complete during and after your attendance. This assignment will be distributed during late January and its submission to the instructor is expected the week following the event.
Professional Conduct Rules (a.k.a. Sandbox Rules). With regards to professionalism in the classroom, I am a firm believer in the “Structure, Conduct, and Performance” paradigm. These “Sandbox Rules,” developed from a similar list by one of my Michigan State University professors, represent the Structure of desired Conduct in AGEC 324. Knowing this information, it is expected students’ Performance will meet and surpass these standards. As incentives for doing so, a substantial component of AGEC 324 grading criteria is associated with students’ attainment of these behavioral standards. Be professional, Aggies!

Think of and approach coming to class as if you were going to a daily management meeting. As such, we will follow a set of rules and business etiquette that is similar to what you will encounter in the professional world, including these AGEC 324 “Sandbox Rules. There are no exceptions to these rules.

✔ Adhere to the Aggie Honor Code at all times;
✘ No food or drink (including alcohol and water) in lecture or lab or at help sessions or in lab during non-class hours;
✘ No tobacco products in lecture or lab or at help sessions;
✘ No profanity during lecture, lab, or at help sessions;
✘ No cellular telephones, beepers, iPods, iPads, computer laptops (including during the presence of a guest “Prof-for-a-Day” in our class), or other electronic devices are to be used during lecture, lab, or at help sessions (this means no texting, voice mail, outgoing calls, answering calls, ringing of your telephone, etc.);
✘ No pets (e.g., dogs, cats, snakes, mice, birds, etc.) in lecture or lab or at help sessions (see instructors for exceptions for guide dogs & other companion aid animals);
✘ No reading of The Battalion or other non-class materials during class time;
✘ Programmable calculators MAY NOT BE USED during exams (in fact, use of calculators in AGEC 324 is discouraged at all times – use Excel!);
✘ HATS, CAPS, AND OTHER HEAD COVERS OFF (APPLIES TO BOTH MEN AND WOMEN) DURING LECTURE, LAB, HELP SESSIONS, in instructors’ offices, and in the TAs’ offices;
✘ SUNGLASSES OFF (totally – do not prop on top of your head; same for regular glasses when not being used for reading) (APPLIES TO BOTH MEN AND WOMEN) DURING LECTURE, LAB, HELP SESSIONS, and in instructors’ offices, and in the TAs’ offices;
✘ NO INSTANT MESSAGING (or Text or Twittering or FaceBook, etc.), E-MAILING, OR INTERNET ACTIVITY OF ANY KIND BESIDE AGEC 324 CLASSWORK IS ALLOWED DURING CLASS TIME;
✘ DO NOT use a computer or any other electronic device during the presence of a guest “Prof-for-a-Day” in our class;
✘ DO NOT use the computer or any other electronic device while the instructors are lecturing, unless explicitly told to do so – take handwritten notes instead;
✔ Call or e-mail in advance of missing a class or lab (not a requirement, but this is the instructors’ preference – your professionalism will be rewarded);
✔ Adhere to all announced and posted Microcomputer Lab procedures during lab and help sessions;
Clean up and remove your “trash” as you leave lecture; better yet, pick up others’ “trash” and also remove it from the classroom as you leave the room. Set an example for others and leave the classrooms in as good, or better, appearance than when we arrived (as posted in several Rudy’s BBQ restaurants located throughout Texas, “Your mother is not here. Please clean up your own mess”); Additional “rules” may be added during the semester if special circumstances arise; and

Bottomline, be professional and courteous to all. Remember why you and your classmates are here – to learn, to network, and to prepare for the future.

Homework and Quizzes. Students are expected to attend class regularly and construct a comprehensive enterprise budget analysis for the case study enterprise. Timely completion of the instructor-provided computer spreadsheet templates will be required. Submission of encapsulated written summaries of the contents and implications of each completed spreadsheet will also be required, and graded according to content (50%), grammar (30%), and spelling (20%). No late submissions are accepted with respect to either completion of the templates or encapsulated summaries; in the case of excused absences, those assignments are disregarded during grade calculations and for unexcused absences, grades of zero are assigned. Random quizzes regarding the course lectures and lab assignments will be administered.

Final Exam. The Final Exam is scheduled for May TBD, 2016, exact time TBD. (mark your calendar!). The focus of the final exam is on the protocol for assembling and interpreting a comprehensive economic enterprise budget for a single-enterprise rural or metropolitan business venture, with the students expected to be able to understand and interpret the various topics identified and emphasized during the semester.

AMERICANS WITH DISABILITIES ACT (ADA) POLICY STATEMENT
The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please contact Disability Services, in Cain Hall, Room B118, or call 845-1637. For additional information visit http://disability.tamu.edu

If you have any question in regards to this issue, please speak to me early in the semester – do not hesitate to contact me – do NOT wait until the time of or after the first grade of the semester – contact me well before that time.
### COURSE TOPICS, CALENDARS OF ACTIVITIES, AND MAJOR ASSIGNMENT DATES

Major dates of importance to place on your calendar at the beginning of the semester include those identified in the following table. **NOTE:** In the table below, s/s refers to Excel spreadsheet.

#### AGEC 324 Calendar of Activities, Spring 2016

<table>
<thead>
<tr>
<th>Dates</th>
<th>Week Nbr</th>
<th>Monday Lecture</th>
<th>Monday Lab</th>
<th>Wednesday Lecture</th>
<th>Wednesday Lab</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan 18-20</td>
<td>1</td>
<td>TAMU HOLIDAY</td>
<td>TAMU HOLIDAY</td>
<td>Course Semantics</td>
<td>Course Semantics</td>
</tr>
<tr>
<td>Jan 25-27</td>
<td>2</td>
<td>Capital Asset, Inventory, and Contingency Requirements</td>
<td>CapAst1 s/s</td>
<td>Long- and Short-Run Economic Decision-Making Rules</td>
<td>CapAst1 s/s</td>
</tr>
<tr>
<td>Feb 1-3</td>
<td>3</td>
<td>Capital Asset, Inventory, and Contingency Requirements</td>
<td>OutSource &amp; Lease s/s</td>
<td>Economies of Size</td>
<td>CapAst2 s/s</td>
</tr>
<tr>
<td>Feb 8-10</td>
<td>4</td>
<td>Sources of Investment Capital</td>
<td>CapAst3 s/s</td>
<td>Production Function and Optimal levels of a Single Variable Input</td>
<td>Equity s/s</td>
</tr>
<tr>
<td>Feb 15-17</td>
<td>5</td>
<td>Tradeoffs Between Investment and Financed Capital</td>
<td>Equity s/s</td>
<td>Financing of a Capital Loan</td>
<td>Amortiz s/s</td>
</tr>
<tr>
<td>Feb 22-24</td>
<td>6</td>
<td>Credit Worthiness</td>
<td>BalSht s/s</td>
<td>Variable, Fixed, Total, and Marginal Costs</td>
<td>Equity, Amortiz, &amp; BalSht s/s</td>
</tr>
<tr>
<td>Feb 29-Mar 1</td>
<td>7</td>
<td>Insurance &amp; Family Living</td>
<td>Insure s/s</td>
<td>Insurance &amp; Family Living</td>
<td>FamBud s/s</td>
</tr>
<tr>
<td>Mar 7-9</td>
<td>8</td>
<td>Capital Asset Ownership Costs</td>
<td>AloCat s/s</td>
<td>Capital Asset Ownership Costs</td>
<td>AloCat s/s</td>
</tr>
<tr>
<td>Mar 14-16</td>
<td>9</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mar 21-23</td>
<td>10</td>
<td>Overhead Costs</td>
<td>OvrHed s/s</td>
<td>Cash and Non-Cash Expenses</td>
<td>OvrHed s/s</td>
</tr>
<tr>
<td>Mar 28-30</td>
<td>11</td>
<td>Comprehensive Costs, Constant and Varying Costs</td>
<td>EntBud s/s</td>
<td>Input Substitution – Least Cost Combination of Inputs</td>
<td>EntBud s/s</td>
</tr>
<tr>
<td>Apr 4-6</td>
<td>12</td>
<td>Comprehensive Costs, Constant and Varying Costs</td>
<td>EntBud s/s</td>
<td>Enterprise Combinations – Maximizing Profits for a Set of Fixed Resources</td>
<td>EntBud s/s</td>
</tr>
<tr>
<td>Apr 11-13</td>
<td>13</td>
<td>Sensitivity Analyses – Break-even</td>
<td>EntBud s/s</td>
<td>Long- and Short-Run Economic Decision-Making Rules</td>
<td>EntBud s/s</td>
</tr>
<tr>
<td>Apr 18-20</td>
<td>14</td>
<td>Sensitivity Analyses – Data Tables</td>
<td>EntBud s/s</td>
<td></td>
<td>EntBud s/s</td>
</tr>
<tr>
<td>Apr 25-27</td>
<td>15</td>
<td>Sensitivity Analyses – Scenarios</td>
<td>EntBud s/s</td>
<td></td>
<td>EntBud s/s</td>
</tr>
<tr>
<td>May 1</td>
<td>16</td>
<td>Economic Evaluation &amp; Interpretation</td>
<td>What About Financial Evaluation?</td>
<td>Recap of the Enterprise Evaluation Process</td>
<td>Q&amp;A</td>
</tr>
<tr>
<td>May 5-11</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**FINAL EXAM, exact date and time TBD**
ACADEMIC INTEGRITY

Scholastic Honesty. A note on cheating -- it is not tolerated! If you are caught in the act, you will automatically receive a zero on the work in question. Your instructor will then proceed in completing the Honor Code Violation Report form and report you, through the Department of Agricultural Economics Undergraduate Office and Department Head, to the Aggie Honor System Office.

For many years Aggies have followed a Code of Honor, which is stated in this very simple statement:

An Aggie does not lie, cheat or steal, or tolerate those who do.

The Aggie Code of Honor is an effort to unify the aims of all Texas A&M men and women toward a high code of ethics and personal dignity. For most, living under this code will be no problem, as it asks nothing of a person that is beyond reason. It only calls for honesty and integrity, characteristics that Aggies have always exemplified.

The Aggie Code of Honor functions as a symbol to all Aggies, promoting understanding and loyalty to truth and confidence in each other.

For additional information, please visit: http://aggiehonor.tamu.edu

On all AGEC 324 course work, assignments, and examinations at Texas A&M University, unless otherwise specified at the time of the assignment/exam, the following Honor Pledge will be preprinted, to be completed and signed by the student:

"On my honor, as an Aggie, I have neither given nor received unauthorized aid on this academic work."

____________________________  ______________________
Student’s Signature            Date

____________________________  ______________________
Student’s Printed Name          UIN

"An Aggie does not lie, cheat, or steal, or tolerate those who do."
MISCELLANEOUS

If you have any questions, give me a call. Call me in this order: C:979.255.5211 or O:979.845.3801 or H:979.690.0180. Please call between 6:30 a.m. and 7:30 p.m.; be sure and leave a message and your name if I do not answer.

Also, be sure and include AGEC 324 and your name in the subject line of all e-mails you send me. Be sure and flag your e-mail with the word QUESTION in the subject line when you are needing a response – otherwise, it may get lost in the shuffle for a few days.

Come to class the first week prepared to take notes (i.e., bring some paper and one or more pens and pencils). Taking notes and reviewing those notes with your classmates are strongly encouraged. As a general rule, most information presented is not repeated.

Congratulations on being in our class! Your TAs and I are looking forward to a great semester and year. Thanks.

Gig ‘em,

Ed Rister ’74
Professor, and Associate Head
The M. Edward Rister ’74 Chair in Rural Entrepreneurship,
Dept. of Agricultural Economics
Texas A&M University
2124 TAMUS (this line is required on all correspondence)
College Station, TX 77843-2124
Texas A&M University
Departmental Request for a New Course
Undergraduate • Graduate • Professional
Submit original form and attach a course syllabus.

Form Instructions
1. Course request type: ☑ Undergraduate   ☐ Graduate   ☐ First Professional (DDS, M.D., J.D., Pharm.D., DVM)
2. Request submitted by *(Department or Program Name):* Department of Agricultural Economics
3. Course prefix, number and complete title of course:
   AGEC 423   Establishing Agribusiness Entrepreneurship Networks II
4. Catalog course description (not to exceed 50 words):
   Engagement opportunities with successful agri/metropolitan entrepreneurs and other professionals, focusing on strategies and tactics for starting and sustaining viable rural and metropolitan business ventures; emphasis on importance of, and how to, develop relationships with a broad spectrum of mentors.
5. Prerequisite(s):
   Concurrent enrollment in AGEC 424; junior or senior classification or approval of instructor. May not enroll in AGEC 223 and AGEC 423 during the same semester.
   Cross-listed with:
   Stacked with:
   Cross-listed courses require the signature of both department heads.

6. Is this a variable credit course? ☐ Yes   ☑ No
   If yes, from ______ to ______
7. Is this a repeatable course?   ☑ Yes   ☐ No
   If yes, this course may be taken ______ times.
   Will this course be repeated within the same semester?   ☐ Yes   ☑ No
8. Will this course be submitted to the Core Curriculum Council?   ☐ Yes   ☑ No
9. How will this course be graded:   ☑ Grade   ☐ S/U   ☐ P/F (CLMD)
10. This course will be:
    a. required for students enrolled in the following degree program(s) (e.g., B.A. in history)
    b. an elective for students enrolled in the following degree program(s) (e.g., M.S., Ph.D. in geography)
   An elective for BS in AGEC, an elective for BS AGBU, an elective for other majors as approved by their advisor(s)
11. If other departments are teaching or are responsible for related subject matter, the course must be coordinated with those departments. Attach approval letters.
12. ☑ I verify that I have reviewed the FAQ for Export Control Basics for Distance Education (http://vpr.tamu.edu/resources/export-controls/export-controls-basics-for-distance-education).
13. Prefix   Course #   Title (excluding punctuation)
   AGEC   423   Est AGBU Entre Netwks II
   Lect.   Lab   Other   SCI   CIP and Fund Code   Admin. Unit   Acad. Year   EECC Code
   1.00   0.00   1.00   0101020005   0140   16   -   17   0   1   3   6   3   2

Approval recommended by:
C. Parr Rosson
Department Head or Program Chair *(Type Name & Sign)*
Date

Submitted to Coordinating Board by:
Associate Director, Curricular Services

Robert Knight
Chair, College Review Committee
Date

Kim Dooley
Dean of College
Date

Tim Scott
Chair, GC or UCC
Date

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra.williams@tamu.edu.
Curricular Services – 07/14
AGEC 423 – ESTABLISHING AGRIBUSINESS ENTREPRENEURSHIP NETWORKS II

Fall 2015
Section 200 HONORS – Wednesday, 3:00-3:50
Section 500 – Wednesday, 3:00-3:50
HEEP Building (West Campus), room 101

COURSE CREDIT: 1-0 for 1

Instructor: M. Edward Rister
Office: AGLS 211B
Phone: 979-845-3801; 979-255-5211
E-Mail: e-rister@tamu.edu
Office Hours: Tuesday and Friday, during 8:30am – 11:30 by appointment [or see me before or after class to identify another mutually convenient time]

COURSE DESCRIPTION
Provides students engagement opportunities with successful agri/metropolitan entrepreneurs and other professionals, focusing on strategies and tactics for starting and sustaining viable rural and metropolitan business ventures. Emphasis is on importance of, and how to develop, relationships with a broad spectrum of mentors.

PREREQUISITES
Must be concurrently enrolled in AGEC 424, “Rural Entrepreneurship I.” May not enroll in both AGEC 223 and AGEC 423 during the same semester. Junior or senior classification or approval of instructor.

LEARNING OUTCOMES
1. Students will be able to define what agri/metropolitan entrepreneurship is.
2. Students will be able to recognize opportunities available in agri/metropolitan entrepreneurship.
3. Students will assemble, extend, and organize a base foundation of mentors for future reference when starting their own business venture and/or working in someone else’s business venture.
4. Students will identify the attributes of successful mentors and be able to utilize that information when expanding their mentor network in the future.
5. Students will classify the various types of mentors important for inclusion in their agri/metropolitan entrepreneurship networks.
6. Students will evaluate the core characteristics of successful agri/metropolitan business ventures important for consideration with respect to sustaining a startup or continuing venture.
COURSE OBJECTIVES
The primary objectives of AGEC 423 are to acquaint students with what agri/metropolitan entrepreneurship is and how to proceed in developing a network of mentor experts to assist them throughout their professional careers. Specific course objectives beyond those directly associated with attaining the Learning Outcomes include:
1. Students will establish a rapport with ‘real-world’ agri/metropolitan entrepreneurs and other professionals, thereby providing a mechanism for enhancing their understanding of managerial issues of importance in attaining success in an agri/metropolitan venture.
2. Students will realize the importance of a management ‘dashboard’ for monitoring and controlling the critical production, marketing, and financial functions of an agri/metropolitan venture.
3. Students will refine their approach to assimilating an agri/metropolitan entrepreneurship network.
4. Students will enhance their listening, writing, oral, and computer skills associated with their engagements with a series of ‘real-world’ “Profs-for-a-Day.”
5. Students will review, reflect on, and realize their inherent interest in being an entrepreneur.

TEXTBOOK AND RESOURCE MATERIALS
No formal textbook is required. Resource materials include a series of handouts associated with the various ‘real-world’ “Profs-for-a-Day” who will meet with the class during the semester. An example lineup of such speakers is illustrated in the Course Topics and Calendar of activities section.

GRADING POLICIES
Expect your grades to be assigned as follows on the basis of the points you earn during the semester (after credit for bonuses and after deductions for non-professional behavior), with no rounding up of numeric grades nor allowance for any “extra” work.

<table>
<thead>
<tr>
<th>Percentage Points Earned During the Semester</th>
<th>Associated Course Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>90 and 90+</td>
<td>A</td>
</tr>
<tr>
<td>80 – 89.999999</td>
<td>B</td>
</tr>
<tr>
<td>70 - 79.999999</td>
<td>C</td>
</tr>
<tr>
<td>60 - 69.999999</td>
<td>D</td>
</tr>
<tr>
<td>Below 60</td>
<td>F</td>
</tr>
</tbody>
</table>

Each student’s earned letter grade is determined on the basis of weighted points earned during the semester according to the categories and weights noted in the following discussion and remainder of this Syllabus. The instructor and TAs reserve the right to adjust/curve the overall
grades at the end of the semester; that is, no individual graded item is curved during the semester. Students are guaranteed semester grades for AGEC 423 according to the specified structure. In the event of an end-of-the-semester adjustment/curve, the instructors may adjust/curve a different amount of points at each grade break, depending on apparent, subjectively-determined, substantial breaks in calculated grades for the class. As a general rule, DO NOT expect a curve nor ask for one. Also, do not request “extra work” to raise your grade; that is, do the assigned work at the level of competency that will earn you the grade you want in this class. Also, all assignments and terms of the course are “cast in stone” – do not ask for substitution work in place of assignments you are unable to fulfill; rather, work more diligently on the remaining assignments to make up the points you lost due to not submitting/performing the missed assignment.

Grading Criteria for HONORS Students:
Students seeking to enroll in the AGEC 423 HONORS section are advised they need a 3.5 cumulative GPR and that GPR applies to courses taken ONLY at Texas A&M plus they must be recognized by their department’s Undergraduate Office as an Honors-qualified student. In addition to the regular class work required of AGEC 423, the following additional work is required of Honors-enrolled students:

All of the normal grading criteria apply to AGEC 423 section 500 students enrolled for HONORS in AGEC 423 section 200. In addition, HONORS students will be required to (a) develop a personal Strengths/Weaknesses, Opportunities/Threats self-assessment, and (b) identify the critical elements of a management ‘dashboard’ associated with an agri/metropolitan business of their choosing. The grades for these additional assignments will incorporated into the “Homework and Quizzes” category of the grading criteria.

There are three basic categories comprising the grading structure of AGEC 423:

① Basic Overhead Items;
② Homework and Quizzes; and
③ Final Exam.
The percentage of semester points (the semester total is 100%) for each category and the elements thereof are noted below.

**Basic Overhead Items**
- Attendance: 20%
- Professional Conduct & Class Citizenship: 15%
- Attendance and Participation in September 2015 ACE Day: 5%
- TOTAL: 40%

**Homework and Quizzes**
- Speaker Summaries: 20%
- Speaker Thank-You Notes: 10%
- Speaker Engagement: 10%
- Quizzes: 5%
- Final Exam: 15%
- TOTAL: 45%

In addition to the details which follow, students are advised to consult University Student Rules [http://student-rules.tamu.edu/rule07](http://student-rules.tamu.edu/rule07) and [http://student-rules.tamu.edu/rule10](http://student-rules.tamu.edu/rule10) for additional information regarding Attendance and Grading.

**Basic Overhead Items.** Professionalism is a major component of AGEC 423. In that regard, each student’s daily, timely attendance, and professionalism in the classroom and instructors’ offices are major components of his/her final grade. Each unexcused absence results in a deduction of 3.333333 points from the student’s calculated final numeric grade prior to determination of the course letter grade. A total of ten or more unexcused and excused absences results in a course grade of F.

Professional Conduct & Class Citizenship (refer to Professional Conduct Rules on next page) includes class participation, class behavior, adhering to class “Sandbox” rules (distributed on the first day of class), and other aspects of the class policies designated in this syllabus. This Syllabus identifies the Structure (expectations) of AGEC 423 professionalism, and your Conduct determines your Performance grade.

The College’s annual Fall and Spring Agricultural Career Exposition (ACE) Days ([http://aglifesciences.tamu.edu/students/aceday/](http://aglifesciences.tamu.edu/students/aceday/)) are great opportunities for networking, observing others’ “entrepreneurial” skills and qualities, AND exploring the job market. All students are expected to attend and participate in ACE Day on September 29, 11:00 a.m. - 4:00 p.m., in the MSC Bethancourt Ballroom. Mark your calendar and make arrangements (e.g., trade work shifts – work is not an accepted reason for you not fulfilling this class requirement) to be able to do so. Substitution of another college’s career day event is not allowed for this assignment. There is an assignment for this activity for you to complete during and after your attendance. This assignment will be distributed during mid-September and its submission to the instructor is expected the week following the event.
Professional Conduct Rules (a.k.a. Sandbox Rules). With regards to professionalism in the classroom, I am a firm believer in the “Structure, Conduct, and Performance” paradigm. These “Sandbox Rules,” developed from a similar list by one of my Michigan State University professors, represent the Structure of desired Conduct in AGEC 423. Knowing this information, it is expected students’ Performance will meet and surpass these standards. As incentives for doing so, a substantial component of AGEC 423 grading criteria is associated with students’ attainment of these behavioral standards. Be professional, Aggies!

Think of and approach coming to class as if you were going to a daily management meeting. As such, we will follow a set of rules and business etiquette that is similar to what you will encounter in the professional world, including these **AGEC 423 “Sandbox Rules.”** There are no exceptions to these rules.

✓ Adhere to the Aggie Honor Code at all times;
✓ No food or drink (including alcohol and water) in lecture or at help sessions;
✓ No tobacco products in lecture or at help sessions – no exceptions, please;
✓ No profanity during lecture or at help sessions;
✓ No cellular telephones, beepers, iPods, iPads, **computer laptops** (including during the presence of a guest “Prof-for-a-Day” in our class), or other electronic devices are to be used during lecture or at help sessions (this means no texting, voice mail, outgoing calls, answering calls, ringing of your telephone, etc.);
✓ No pets (e.g., dogs, cats, snakes, mice, birds, etc.) in lecture or at help sessions (see instructors for exceptions for guide dogs & other companion aid animals);
✓ No reading of The Battalion or other non-class materials during class time;
✓ Programmable calculators MAY NOT BE USED during exams (in fact, use of calculators in AGEC 423 is discouraged at all times – use Excel!);
✓ **HATS, CAPS AND OTHER HEAD COVERS OFF (APPLIES TO BOTH MEN AND WOMEN) DURING LECTURE, HELP SESSIONS, in instructors’ offices, and in the TAs’ offices;**
✓ **SUNGLASSES OFF** (totally – do not prop on top of your head; same for regular glasses when not being used for reading) (APPLIES TO BOTH MEN AND WOMEN) DURING LECTURE, HELP SESSIONS, in instructors’ offices, and in the TAs’ offices;
✓ **NO INSTANT MESSAGING** (or Text or Twittering or FaceBook, etc.), E-MAILING, OR INTERNET ACTIVITY OF ANY KIND BESIDE AGEC 423 CLASSWORK IS ALLOWED DURING CLASS TIME;
✓ **DO NOT** use a computer or any other electronic device during the presence of a guest “Prof-for-a-Day” in our class;
✓ **DO NOT** use the computer or any other electronic device while the instructors are lecturing, unless explicitly told to do so – take handwritten notes instead;
✓ Call or e-mail in advance of missing a class (not a requirement, but this is the instructors’ preference – your professionalism will be rewarded);
Adhere to all announced and posted Microcomputer Lab procedures during help sessions;
Clean up and remove your “trash” as you leave lecture; better yet, pick up others’ “trash” and also remove it from the classroom as you leave the room. Set an example for others and leave the classrooms in as good, or better, appearance than when we arrived (as posted in several Rudy’s BBQ restaurants located throughout Texas, “Your mother is not here. Please clean up your own mess”);
Additional “rules” may be added during the semester if special circumstances arise; and
Bottomline, be professional and courteous to all. Remember why you and your classmates are here – to learn, to network, and to prepare for the future.

Homework and Quizzes. Students are expected to develop a summary for each “Prof-for-a-Day” speaker using a WORD template provided by the instructor. These summaries are to be submitted electronically within one week of the presentation using eCampus – no hard copies or e-mailed versions accepted. The speaker summaries are graded according to content (50%), grammar (30%), and spelling (20%); no late submissions are accepted. Personal handwritten thank-you notes are expected for each speaker within one week of the presentation and will be graded according to content (50%), grammar (30%), and spelling (20%); no late submissions are accepted – in the case of excused absences, those assignments are disregarded during grade calculations and for unexcused absences, grades of zero are assigned. Professional thank-you card materials are required (i.e., typed or handwritten notes on notebook paper and use of letter-size envelopes are unacceptable). A recommended format and examples of acceptable thank-you notes will be distributed on the first day of class. Random quizzes regarding the “Prof-for-a-Day” presentations will be administered.

Final Exam. The Final Exam is scheduled for Tuesday, December 15, 2015, 10:30 a.m. to 12:30 p.m. (mark your calendar!). The focus of the final exam is on the content of the weekly presentations by the guest ‘real-world’ “Profs-for-a-Day,” with the students expected to be able to assimilate and synthesize that content into concise, articulate summaries related to the various themes identified and emphasized during the semester.

AMERICANS WITH DISABILITIES ACT (ADA) POLICY STATEMENT
The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please contact Disability Services, in Cain Hall, Room B118, or call 845-1637. For additional information visit http://disability.tamu.edu

If you have any question in regards to this issue, please speak to me early in the semester – do not hesitate to contact me – do NOT wait until the time of or after the first grade of the semester – contact me well before that time.
## COURSE TOPICS, CALENDARS OF ACTIVITIES, AND MAJOR ASSIGNMENT DATES

Major dates of importance to place on your calendar at the beginning of the semester include those identified in the following table. As noted previously, speaker summaries and thank you notes are due within one week of the “Prof-for-a-Day’s” presentation. The slate of speakers identified is both illustrative and tentative, with the exact speaker identities and timing to be determined during the summer of 2015. All class dates, except that for the final exam (which is on a Tuesday), are on Wednesday.

### AGEC 423 Calendar of Activities, Fall 2015

<table>
<thead>
<tr>
<th>Date</th>
<th>Class Day Nbr</th>
<th>Name of Prof-for-a-Day</th>
<th>Business</th>
<th>Location</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>2-Sep</td>
<td>1</td>
<td>RISTER</td>
<td>n/a</td>
<td>n/a</td>
<td>Entrepreneurship -- Establishing and Growing Your Business</td>
</tr>
<tr>
<td>9-Sep</td>
<td>2</td>
<td>Benjamin Knox</td>
<td>Benjamin Knox Gallery</td>
<td>College Station</td>
<td>Entrepreneurs' Family- and Self-Responsibilities</td>
</tr>
<tr>
<td>16-Sep</td>
<td>3</td>
<td>Bill Corrigan</td>
<td>Corrigan-Goddard Family</td>
<td>Dallas</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Investments</td>
<td></td>
<td></td>
</tr>
<tr>
<td>23-Sep</td>
<td>4</td>
<td>Bryan Bracewell</td>
<td>Southside Market and BBQ</td>
<td>Elgin</td>
<td>Entrepreneur -- Family Business</td>
</tr>
<tr>
<td>30-Sep</td>
<td>5</td>
<td>Jim Pillans</td>
<td>Brazos Valley SBDC</td>
<td>BCS</td>
<td>Planning for Your Business' Success</td>
</tr>
<tr>
<td>7-Oct</td>
<td>6</td>
<td>Don Sullins</td>
<td>Archer Daniels Midland</td>
<td>Colleyville</td>
<td>Succeeding As An Entrepreneur in the Corporate World</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Milling Company</td>
<td></td>
<td></td>
</tr>
<tr>
<td>14-Oct</td>
<td>7</td>
<td>Steve Cooper</td>
<td>Cooper Enterprises</td>
<td>El Campo</td>
<td>Entrepreneurship -- Identifying Your Opportunities</td>
</tr>
<tr>
<td>21-Oct</td>
<td>8</td>
<td>Paul Burrough</td>
<td>National Finance Credit Corp.</td>
<td>Fort Worth</td>
<td>Financing Considerations</td>
</tr>
<tr>
<td>28-Oct</td>
<td>9</td>
<td>Terri Neutzler</td>
<td>The Pink Zebra</td>
<td>College Station</td>
<td>Marketing &amp; Employee Management</td>
</tr>
<tr>
<td>4-Nov</td>
<td>10</td>
<td>Michael Yamada</td>
<td>Harley's</td>
<td>College Station</td>
<td>Entrepreneurship -- Retail Niche Survival</td>
</tr>
<tr>
<td>11-Nov</td>
<td>11</td>
<td>Ted Abele</td>
<td>Conapco</td>
<td>Kansas City, MO</td>
<td>Investment Entrepreneurship</td>
</tr>
<tr>
<td>18-Nov</td>
<td>12</td>
<td>Jim Astin</td>
<td>First Bank Texas</td>
<td>Stamford, TX</td>
<td>Financing Considerations</td>
</tr>
<tr>
<td>25-Nov</td>
<td>13</td>
<td>Reading Day –</td>
<td>n/a</td>
<td>n/a</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>No Classes</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2-Dec</td>
<td>14</td>
<td>Joe &amp; Shirley Swinbank</td>
<td>Swinbank Companies &amp;</td>
<td>Houston</td>
<td>The Spirit of Being an Entrepreneur</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Yorkshire Academy</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9-Dec</td>
<td>15</td>
<td>Patrick Williams</td>
<td>Texas A&amp;M Foundation</td>
<td>College Station</td>
<td>Who Are You?</td>
</tr>
<tr>
<td>15-Dec</td>
<td></td>
<td>FINAL EXAM</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
ACADEMIC INTEGRITY

Scholastic Honesty. A note on cheating – it is not tolerated! If you are caught in the act, you will automatically receive a zero on the work in question. Your instructor will then proceed in completing the Honor Code Violation Report form and report you, through the Department of Agricultural Economics Undergraduate Office and Department Head, to the Aggie Honor System Office.

For many years Aggies have followed a Code of Honor, which is stated in this very simple statement:

An Aggie does not lie, cheat or steal, or tolerate those who do.

The Aggie Code of Honor is an effort to unify the aims of all Texas A&M men and women toward a high code of ethics and personal dignity. For most, living under this code will be no problem, as it asks nothing of a person that is beyond reason. It only calls for honesty and integrity, characteristics that Aggies have always exemplified.

The Aggie Code of Honor functions as a symbol to all Aggies, promoting understanding and loyalty to truth and confidence in each other.

For additional information, please visit: http://aggiehonor.tamu.edu

On all AGEC 423 course work, assignments, and examinations at Texas A&M University, unless otherwise specified at the time of the assignment/exam, the following Honor Pledge will be preprinted, to be completed and signed by the student:

“On my honor, as an Aggie, I have neither given nor received unauthorized aid on this academic work.”

______________________________  ______________________________
Student’s Signature                      Date

______________________________  ______________________________
Student’s Printed Name                      UIN

“An Aggie does not lie, cheat, or steal, or tolerate those who do.”
MISCELLANEOUS

If you have any questions, give me a call. Call me in this order: C:979.255.5211 or O:979.845.3801 or H:979.690.0180. Please call between 6:30 a.m. and 7:30 p.m.; be sure and leave a message and your name if I do not answer.

Also, be sure and include AGEC 423 and your name in the subject line of all e-mails you send me. Be sure and flag your e-mail with the word QUESTION in the subject line when you are needing a response – otherwise, it may get lost in the shuffle for a few days.

Come to class the first week prepared to take notes (i.e., bring some paper and one or more pens and pencils). Taking notes and reviewing those notes with your classmates are strongly encouraged. As a general rule, most information presented is not repeated.

Congratulations on being in our class! Your TAs and I are looking forward to a great semester and year. Thanks.

Gig 'em,

Ed Rister '74
Professor, and Associate Head
The M. Edward Rister '74 Chair in Rural Entrepreneurship,
Dept. of Agricultural Economics
Texas A&M University
2124 TAMUS (this line is required on all correspondence)
College Station, TX 77843-2124
Texas A&M University
Departmental Request for a New Course
Undergraduate • Graduate • Professional
• Submit original form and attach a course syllabus.

Form Instructions
1. Course request type: □ Undergraduate □ Graduate □ First Professional (DDS, MD, JD, PharmD, DVM)
2. Request submitted by (Department or Program Name): Zachry Department of Civil Engineering
3. Course prefix, number and complete title of course: CVEN 450 Review and Application of AutoCAD Fundamentals in Civil Engineering Design

4. Catalog course description (not to exceed 50 words):
   A review of basic commands and operations in AutoCAD and introduction to civil engineering design projects and land surveying. Introduction to use of AutoCAD Civil 3D or proprietary packages for reduction of land surveying data.

5. Prerequisite(s):
   CVEN 250 or ENDG 105

6. Is this a variable credit course? □ Yes □ No
   If yes, from ________ to ________

7. Is this a repeatable course? □ Yes □ No
   If yes, this course may be taken ________ times.
   Will this course be repeated within the same semester? □ Yes □ No

8. Will this course be submitted to the Core Curriculum Council? □ Yes □ No
   □ P/F (CLMS)

9. How will this course be graded: □ Grade □ S/U

10. This course will be:
   a. required for students enrolled in the following degree program(s) (e.g., B.A. in History)
      N/A
   b. an elective for students enrolled in the following degree program(s) (e.g., M.S., Ph.D. in Geography)
      N/A

11. If other departments are teaching or are responsible for related subject matter, the course must be coordinated with those departments. Attach approval letters.

12. □ I verify that I have reviewed the FAQ for Export Control Basics for Distance Education (http://vpr.tamu.edu/resources/export-control/export-control-basics-for-distance-education).

13. Prereq. Course: Title (excluding notation)
   CVEN 450 Rev & Appl CAD CE Dsgn

   Approval recommended by:
   Department Head or Program Chair (Type Name & Sign) Date
   Chair, College Review Committee Date
   Dean of College Date
   Chair, GC or UCC Date
   Submitted to Coordinating Board by:
   Associate Director, Curricular Services Date
   Effective Date

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra.williams@tamu.edu.
Curricular Services — 07/14
Course Description: A review of basic commands and operations in AutoCAD and introduction to civil engineering design projects and land surveying. Introduction to use of AutoCAD Civil 3D or proprietary packages for reduction of land surveying data.

Prerequisites: ENGR 111/112, ENDG 105, or similar introductory course in AutoCAD

LEARNING OUTCOMES
At the end of this course, students will be able to:
1. Use basic AutoCAD functions to develop civil engineering designs.
2. Produce engineering drawings as required in CVEN 400, 456, and 483.
3. Reduce land survey data to engineering drawings as required in CVEN 403.

INSTRUCTOR INFORMATION
Jeffrey Otey
979.845.1648
j-otey@tamu.edu
CE/TTI 213

COURSE GRADING
Attendance 50%
Course Project* 50%
Total 100%

Grade Ranges: A: 90-100%, B: 80-89.99%, C: 70-79.99%, D: 60-69.99%, F: <60%

*Creation of a small set of construction plans building on each day’s course material. The final result will be a set of plans that incorporates all of the covered topics.

Textbooks: None

Americans with Disabilities Act (ADA) Policy Statement
The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please contact Disability Services, in Cain Hall, Room B118, or call 845-1637. For additional information visit http://disability.tamu.edu.

Academic Integrity Statement and Policy
Students will abide by the Aggie Honor Code: "An Aggie does not lie, cheat, or steal or tolerate those who do." For more information about the Aggie Honor System, please see http://aggiehonors.tamu.edu.
## Course Calendar and Topics

<table>
<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday Morning</td>
<td>13-Jan-15</td>
<td>Course Introduction, CAD Use in Industry, Construction Plan Sets</td>
</tr>
<tr>
<td>Tuesday Afternoon</td>
<td>13-Jan-15</td>
<td>File Management, Selection Methods, User Interface, Basic Commands</td>
</tr>
<tr>
<td>Wednesday Morning</td>
<td>14-Jan-15</td>
<td>Layers, Linetypes, CAD Standards, Blocks</td>
</tr>
<tr>
<td>Wednesday Afternoon</td>
<td>14-Jan-15</td>
<td>Annotations, Text, Dimensioning, Notes</td>
</tr>
<tr>
<td>Thursday Morning</td>
<td>15-Jan-15</td>
<td>File Structures, XREFS, Attributes</td>
</tr>
<tr>
<td>Thursday Afternoon</td>
<td>15-Jan-15</td>
<td>Model Space vs. Paper Space, Sheet Layout, Plotting, Viewports</td>
</tr>
<tr>
<td>Friday Morning</td>
<td>16-Jan-15</td>
<td>Survey Data, Point Files, Surfaces, Grading</td>
</tr>
<tr>
<td>Friday Afternoon</td>
<td>16-Jan-15</td>
<td>Work on Course Project (Due at 5:00 pm)</td>
</tr>
</tbody>
</table>
Texas A&M University
Departmental Request for a New Course
Undergraduate • Graduate • Professional
• Submit original form and attach a course syllabus.

Form Instructions
1. Course request type:  □ Undergraduate  □ Graduate  □ First Professional (DDS, MD, JD, PharmD, DVM)
2. Request submitted by (Department or Program Name): Department of Electrical and Computer Engineering
3. Course prefix, number and complete title of course: ECEN 467 Harnessing Solar Energy: Optics, Photovoltaics and Thermal Systems
4. Catalog course description (not to exceed 50 words): Solar radiation characteristics and measurement; optical coatings including reflection, transmission, absorption and emissivity; concentrating optics, tracking and etendue limit; photovoltaic cells, modules and systems overview; introduction to solar thermal systems.

5. Prerequisite(s): Grade of C or better in ECEN 322 and ECEN 370; junior or senior classification.

Cross-listed with: ________________________________
Stacked with: ECEN 767

Cross-listed courses require the signature of both department heads.

6. Is this a variable credit course? □ Yes  □ No  If yes, from ________ to ________

7. Is this a repeatable course? □ Yes  □ No  If yes, this course may be taken ________ times.

Will this course be repeated within the same semester? □ Yes  □ No

8. Will this course be submitted to the Core Curriculum Council? □ Yes  □ No

9. How will this course be graded? □ Grade  □ S/U  □ P/F (CLMD)

10. This course will be:
   a. required for students enrolled in the following degree programs(s) (e.g., B.A. in history)

   b. an elective for students enrolled in the following degree program(s) (e.g., M.S., Ph.D. in geography)

11. B.S. in ELEN or CEEN

12. If other departments are teaching or are responsible for related subject matter, the course must be coordinated with these departments. Attach approval letters.

13. Prefix  Course #  Title (excluding punctuation)
    ECEN  467  HARNESSING SOLAR ENERGY

<table>
<thead>
<tr>
<th>Lect.</th>
<th>Lab</th>
<th>Other</th>
<th>SCH</th>
<th>CIP and Fund Code</th>
<th>Admin. Unit</th>
<th>Acad. Year</th>
<th>FICE Code</th>
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<tbody>
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<td>0936</td>
<td>16</td>
<td>17</td>
<td>0 0 3 6 3 2</td>
</tr>
</tbody>
</table>

Approval recommended by:

Aylin I. Karsliyay
Department Head or Program Chair (Type Name & Sign) Date

Chair, College Review Committee

Dean of College

Submitted to Coordinating Board by:

Associate Director, Curricular Services

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra.williams@tamu.edu.
Curricular Services – 07/14
Course title and number: Harnessing Solar Energy: Optics, Photovoltaics and Thermal Systems
ECEN 467

Term: Spring TBA

Lecture times and location: TR 2:20-3:35PM, JEB 7xx

Laboratory Times:
- Section 501/601: TBD
- Section 502/602: TBD
- Section 503/603: TBD
- Section 504/604: TBD
- Section 505/605: TBD
- Section 506/606: TBD

Official Class Syllabus: Posted on ecampus.tamu.edu

Course Description and Prerequisites:
Solar radiation characteristics and measurement; Optical coatings including reflection, transmission, absorption and emissivity; Concentrating optics, tracking and etendue limit; Photovoltaic cells, modules and systems overview. Introduction to solar thermal systems.

Prerequisites: Grade of C or better in ECEN 322 and ECEN 370; junior or senior classification.

Learning Outcomes or Course Objectives:
- Describe and analyze optical coatings, including their refraction, absorption, transmission and reflection properties and wavelength dependence
- Describe the physical basis for light-matter interactions and energy conversion, including those underlying optical detectors for different wavelength ranges and for photovoltaic cells
- Apply optical analysis tools including ray optics, Gaussian beams, and diffraction to basic optical systems incorporating concentrating lenses and mirrors, understand etendue limit for concentrating systems
- Analyze fundamental properties and limitations of photovoltaic cells, particularly as they relate to efficiency and various factors impacting efficiency
- Develop laboratory skills and ability to measure solar irradiance, as well as the input and output energy for basic solar photovoltaic and thermal systems for calculating system efficiency

Instructor Information:
Name: Christi Madsen
Telephone number: 979-845-4935
Email address: c.madsen@tamu.edu
Office hours: After lectures or by appointment
Office location: JEB 724
TA: TBA

Textbook and/or Resource Material:
- Kalogirou, Solar Energy Engineering: Processes and Systems (2009), available online through library, Ch. 3-5.
Class Policies and Grading

Policies:
1. You are expected to attend all lectures and your assigned lab time.
2. Unexcused late work will be penalized 10% per day and in accordance with the university excused absence and attendance policy. See http://student-rules.tamu.edu/rule07.
3. Lab reports should be done on a word processor and printed for submission to the TA.
4. Graduate students taking ECEN 767 will be assigned 20% more problems in labs and tests compared to undergraduate students taking ECEN 467.

Grading:
Lab Reports (Lab Project report is treated as one of the lab reports) 50%
Midterm Exam 15%
Final Exam 35%
Grading scale: 90-100 A, 80-89 B, 70-79 C, 60-69 D, below 60 F.
Mid-term Exam: TBD
Final Exam: TBD
Project Report Deadline: TBD by 5pm. Submit report by email.

Lecture Schedule
Week 1 Introduction & Lab Safety
Week 2-3 Solar Irradiance: Global, Diffuse and Direct
Week 4-5 Transmission, Reflection, Absorption, and Emissivity
Week 6-7 Optical Coatings & Applications
Week 8 Concentrating Optics & Diffraction
Week 9-10 Photovoltaic Conversion: Cells, Efficiency limits
Week 11 Photovoltaic Systems
Week 12-13 Solar to thermal energy conversion
Week 14 Solar thermal systems

Lab Schedule

<table>
<thead>
<tr>
<th>Lab#</th>
<th>Title</th>
<th>Week</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>Safety &amp; Introduction</td>
<td>1</td>
<td>Safety and Introductory material</td>
</tr>
<tr>
<td>1</td>
<td>Solar Irradiance</td>
<td>2-3</td>
<td>Photodetectors and thermal detectors, Measuring global, diffuse and direct irradiance</td>
</tr>
<tr>
<td>2</td>
<td>Basic Optical Measurements</td>
<td>4-5</td>
<td>Learn about and use broadband source and diffraction gratings for wavelength-dependent measurements</td>
</tr>
<tr>
<td>3</td>
<td>Optical thin film coatings</td>
<td>6-7</td>
<td>Measure transmission and reflection, calculate absorption and emissivity</td>
</tr>
<tr>
<td>4</td>
<td>Concentrating optics</td>
<td>8</td>
<td>Measure concentration factor and estimate efficiency of concentrating optics and tracking requirements</td>
</tr>
<tr>
<td>5</td>
<td>Photovoltaic cells</td>
<td>9-11</td>
<td>Measure I-V characteristics and single and multi-junction photovoltaic cells, calculate efficiency, measure modules and overall output of a small PV system</td>
</tr>
<tr>
<td>6</td>
<td>Solar thermal systems</td>
<td>12-14</td>
<td>Measure the input and output energy of a solar thermal system (evacuated tube system) and calculate system efficiency, compare to PV system</td>
</tr>
</tbody>
</table>
Americans with Disabilities Act (ADA)

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please contact Disability Services, in Cain Hall, Room B118, or call 845-1637. For additional information visit http://disability.tamu.edu

Academic Integrity

For additional information please visit: http://aggiehonor.tamu.edu

"An Aggie does not lie, cheat, or steal, or tolerate those who do."
Texas A&M University
Departmental Request for a New Course
Undergraduate • Graduate • Professional

Form Instructions
1. Course request type:
   ☑ Undergraduate  ☐ Graduate  ☐ First Professional (DDS, MD, JD, Pharmed, DVM)
2. Request submitted by (Department or Program Name):
   Department of Ecosystem Science and Management
3. Course prefix, number and complete title of course:
   ESSM 310 Forest Tree Improvement and Regeneration

4. Catalog course description (not to exceed 50 words):
   Genetic improvement or manipulation of forest trees though breeding or transformation; regeneration of forests
   including reproduction, nursery production, stand establishment, natural regeneration, and problems affecting
   regeneration.

5. Prerequisite(s):
   BIOL 101, BIOL 113 or equivalent; junior or senior classification.

6. Is this a variable credit course?  ☐ Yes  ☑ No
   If yes, from ________ to ________

7. Is this a repeatable course?  ☐ Yes  ☑ No
   If yes, this course may be taken ________ times.
   Will this course be repeated within the same semester?  ☑ Yes  ☐ No

8. Will this course be submitted to the Core Curriculum Council?
   ☑ Yes  ☐ No

9. How will this course be graded?
   ☑ Grade  ☐ S/U  ☐ P/F (CLMD)

10. This course will be:
    a. required for students enrolled in the following degree program(s) (e.g., B.A. in history)
       BS Forestry
    b. an elective for students enrolled in the following degree program(s) (e.g., M.S., Ph.D. in geography)

11. If other departments are teaching or are responsible for related subject matter, the course must be coordinated with these departments. Attach approval letters.
12. ☑ I verify that I have reviewed the FAQ for Export Control Basics for Distance Education (http://ext.tamu.edu/resources/export-
controls-export-control-basics-for-distance-education).

13. Prefix  Course #  Title (excluding punctuation)

<table>
<thead>
<tr>
<th>ESSM</th>
<th>310</th>
<th>Forest Tree Improve and Regen</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lect.</td>
<td>Lab</td>
<td>Other</td>
</tr>
<tr>
<td>3.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
</tbody>
</table>

Approval recommended by:

Dr. Matt Routhman
Department Head or Program Chair
Date: 7/1/15

Dr. Robert W. Knight
Chair, College Review Committee
Date: 7/1/15

Dr. Kim Dooley
Dean of College
Date: 7/21/15

Submitted to Coordinating Board by:

Chair, GC or UCC
Date: 7/22/15

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra.williams@tamu.edu.
Curricular Services - 07/14
Course title and number: ESSM 310
Term: Spring 2017
Meeting times and location: Lectures: MWF 9:10 – 10:00 AM

Course Description and Prerequisites

Genetic improvement or manipulation of forest trees though breeding or transformation. Regeneration of forests including reproduction, nursery production, stand establishment, natural regeneration, and problems affecting regeneration.

Prerequisites: BIOL 101, BIOL 113 or equivalent

Learning Outcomes

1. Understanding Ecological Systems: Describe the basic components of ecological systems and interpret processes at the organism, population, community, ecosystem, landscape, and global levels.
   a. Describe reproductive processes in gymnosperms and angiosperms including seed development, germination and early growth.
   b. Describe how establishment and growth of seedlings are affected by biotic and abiotic factors.
   c. Describe how phenotypic differences between individuals are due to genetic polymorphisms, environments, and the interactions between genotypes and environments.
   d. Describe the production of genetically modified trees (GMOs), their potential benefits, and concerns or potential problems with their use.

7. Management Strategies: Design and/or select management strategies for restoring and sustaining ecosystem goods and services.
   a. Demonstrate how decisions are made regarding species selection and regeneration strategies.
   b. Demonstrate the strategies used in southern tree improvement programs.

Instructor Information

Name: Dr. Carol Loopstra
Telephone number: 979-862-2200
Email address: c-loopstra@tamu.edu
Office hours: By appointment
Office location: 324 Horticulture Forest Science Building

Textbook and/or Resource Material

Resources are provided through eCampus including PowerPoint presentations and links to other web pages. Optional Textbook: Forest Genetics by TL White, WT Adams, DB Neale
Grading Policies

Midterm exams (2) – 40%
Final - 30%
Quizzes – 10%
Project (student presentation on related topic of interest) – 20%

Make-ups for missed quizzes and exams will be allowed for authorized, excused absences only. See http://student-rules.tamu.edu/rule07. If possible, students must contact the instructor within 48 hours if an exam is missed. Projects must be presented on the assigned date unless there is an authorized, excused absence in which case, they will presented upon return to class and before the last class.

Cheating in any form will not be tolerated and will result in a zero for that quiz or exam, plus potentially other disciplinary actions per the TAMU rules and regulations.

Grades:
90%+ A
80 – 89 B
70 – 79 C
60 – 69 D
<60 F

Attendance and Late Work Policy

Attendance and participation in discussions are expected. “The University views class attendance as the responsibility of an individual student. Attendance is essential to complete the course successfully. University rules related to excused and unexcused absences are located on-line at http://student-rules.tamu.edu/rule07.” Late work will not be accepted except in the case of a University Excused Absence.

Course Topics, Calendar of Activities, Major Assignment and Exam Dates

<table>
<thead>
<tr>
<th>Week</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Introduction, What is a gene?</td>
</tr>
<tr>
<td>2</td>
<td>Genetic Variation in Forest Trees – species, subspecies, provenances, clines, races; causes, effects and use</td>
</tr>
<tr>
<td>3</td>
<td>Inheritance, mitosis, meiosis and linkage in forest trees</td>
</tr>
<tr>
<td>4</td>
<td>Tree reproduction and life cycles</td>
</tr>
<tr>
<td>5</td>
<td>Tree Breeding, Selection (Exam 1)</td>
</tr>
<tr>
<td>6</td>
<td>Mating Designs and Control Pollinations in conifers and angiosperm tree species</td>
</tr>
<tr>
<td>7</td>
<td>Progeny Testing; Seed orchards</td>
</tr>
<tr>
<td>8</td>
<td>Advance Generation Selection, Indirect Selection</td>
</tr>
<tr>
<td>9</td>
<td>Examples: Disease resistance, insect resistance, drought resistance, wood density (Exam 2)</td>
</tr>
<tr>
<td>10</td>
<td>Genetically Modified Trees – methods, benefits, risks and ethics</td>
</tr>
<tr>
<td>11</td>
<td>Nursery production of forest trees</td>
</tr>
<tr>
<td>12</td>
<td>Forest Regeneration</td>
</tr>
</tbody>
</table>
Other Pertinent Course Information

Americans with Disabilities Act (ADA)

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please contact Disability Services, in Cain Hall, Room B118, or call 845-1637. For additional information visit http://disability.tamu.edu

Academic Integrity

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"An Aggie does not lie, cheat, or steal, or tolerate those who do."
Texas A&M University

Departmental Request for a New Course
Undergraduate □ Graduate □ Professional
- Submit original form and attach a course syllabus.

Form Instructions

1. Course request type: □ Undergraduate □ Graduate □ First Professional (DDS, MD, JD, PharmD, DVM)

2. Request submitted by (Department or Program Name):
Department of Ecosystem Science and Management

3. Course prefix, number and complete title of course:
ESSM 404 Changing Natural Resource Policy

4. Catalog course description (not to exceed 50 words):
Process through which environmental policies are changed; study theories of social and political change; teams use those theories along with their original research on environmental policy problems to create and implement plans for changing environmental policies in their own communities.

5. Prerequisite(s):
Junior or senior classification, or approval of instructor

Cross-listed with: 
Stacked with: 
Cross-listed courses require the signature of both department heads.

6. Is this a variable credit course? □ Yes □ No
   If yes, from _____ to _____

7. Is this a repeatable course? □ Yes □ No
   If yes, this course may be taken _____ times.
   Will this course be repeated within the same semester? □ Yes □ No

8. Will this course be submitted to the Core Curriculum Council? □ Yes □ No

9. How will this course be graded? □ Grade □ S/U □ P/F (CLMD)

10. This course will be:
   a. required for students enrolled in the following degree program(s) (e.g., B.A. in history)
   b. an elective for students enrolled in the following degree program(s) (e.g., M.S., Ph.D. in geography)

   Natural Resources related degrees

11. If other departments are teaching or are responsible for related subject matter, the course must be coordinated with these departments. Attach approval letters.

12. □ I verify that I have reviewed the FAQ for Export Control Basics for Distance Education (http://vpr.tamu.edu/resources/export- controls-export-controls-basics-for-distance-education).

13. Prefix
   Course #
   Title (excluding punctuation)

   ESSM 404 Changing Natural Res Policy

   Lect. Lab Other SCH CIP and Fund Code Admin. Unit Acad. Year FICE Code
   □ 3.00 0.00 0.00 3.00 0302010002 0841 16 - 17 0 0 3 6 3 2

   Approval recommended by:
   Dr. [Name]
   Department Head or Program Chair (Type Name & Sign) Date
   (if cross-listed course)

   Submitted to Coordinating Board by:
   Chair, GC or UCC Date
   Date
   Effective Date

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra.williams@tamu.edu.
Curricular Services – 07/14

CURRICULAR SERVICES
RECEIVED JUL 22 2015
Course title and number: ESSM 404 Changing Natural Resource Policy (3-0). Credit 3
Term: Fall 2016
Meeting times and Location: Lecture T&R 11:10 a.m.-12:25 p.m. TBD

Course Description and Prerequisites

Students will study the process through which environmental policies are changed; study theories of social and political change, teams use those theories along with their original research on environmental policy problems to create and implement plans for changing environmental policies in their own communities.

Prerequisites: Junior or senior classification or approval of instructor.

Learning Outcomes

PLO 7: Design management strategies for restoring and sustaining ecosystem goods and services and adaptive management concepts.
PLO 8: Interpret socio-economic and business environments relevant to ecosystem management.
PLO 9: Assess past, present, and future policy options relevant to ecosystems.
PLO 10: Illustrate critical thinking and demonstrate problem solving skills.
PLO 11: Demonstrate an ability to acquire, interpret, and present conclusions orally and in writing.
PLO 12: Demonstrate the ability to work collaboratively in teams and exercise leadership skills on projects.
PLO 13: Demonstrate environmental stewardship and professional and ethical behavior.
PLO 14: Recognize the need for lifelong learning and exhibit the skills necessary to acquire, organize, and reorganize new knowledge
PLO 15: Demonstrate civic responsibility and global citizenship

Instructor Information

Name: Dr. Forrest Fleischman
Telephone number: 979-862-1071 Office (please note that email is preferred)
Email address: Forrestf@ tamu.edu
Office hours: Wednesday & Thursday, 1:30-3:30 pm or by Appointment
Office location: 310 HFSB
Assessment, Grading & Course Structure

During the first week of the class, students will participate in a facilitated brainstorming exercise, in which they will self-select into teams of 4-6 students who will work together for the remainder of the semester to develop and implement a plan to change an environmental policy of their choosing. Students will be guided towards focusing on problems which are tractable within the limits of a semester: Solving global warming is probably not tractable in a semester, but changing the way energy is used on campus may be.

Assessment for undergraduates will be divided up into individually-based assessment and team-based assessment. Individual assessment will focus on weekly reading responses and/or reflections on the learning process, due 3 hours before the week’s first class (12 in total, plus one final reflection for 13). Team assessments will assess the quality of team-produced outputs including (a) a problem statement (b) an action plan, and (c) a report on the action taken. All three of these will require both written & oral presentation. Students will have an opportunity to grade their peers, and this will be used to adjust individual grades (i.e. a portion of the grade for each team assignment will be assigned by peers).

Grading Policies

The points in the course will be assigned as follows for undergraduates

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Number of Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Weekly reading responses/reflections (12 worth 25 points each)</td>
<td>300</td>
</tr>
<tr>
<td>Written Problem statement</td>
<td>125</td>
</tr>
<tr>
<td>Problem statement presentation</td>
<td>50</td>
</tr>
<tr>
<td>Written Action Plan</td>
<td>175</td>
</tr>
<tr>
<td>Action plan presentation</td>
<td>50</td>
</tr>
<tr>
<td>Written report on action taken</td>
<td>225</td>
</tr>
<tr>
<td>Action taken presentation</td>
<td>50</td>
</tr>
<tr>
<td>Final Reflection</td>
<td>50</td>
</tr>
<tr>
<td>Total</td>
<td>1025</td>
</tr>
</tbody>
</table>

Grading Scale:
- 900-1025 = A
- 800-899 = B
- 700-799 = C
- 600-699 = D
- Below 599 = F

Note that there are 25 “extra points” in this grading scale, effectively allowing students to drop one reading response, should they feel confident in gaining the other points in the class. In the unusual case that a student has a grade between the 99 and the 00 (eg. 899.4), conventional rounding rules will be followed (i.e. 899.4 is rounded down to 899, a B, 899.5 will be rounded up to 900, an A)

Attendance and Late Work Policy

Students are expected to attend class regularly, participate actively in in-class activities, including both full-class discussions and small-group project work, and submit assignments on time. Students who do
not attend class regularly, or who attend but do not actively participate, will be through limited participation in group projects & discussions that will contribute to group and individual grades. Prompt completion of work in this class is important. Students who hand in assignments after the time it is due will receive 50% credit for the assignment if completed and handed in within 24 hours of the due date, after which it will receive a zero. I will grant extensions only in extenuating circumstances or University Excused Absences, and only if you contact me before the due date, if possible, for the assignment. Please note that the grading rubric contains 25 “extra points”, effectively allowing students to drop one reading response for the term without penalty. Late work will be accepted in the case of a University Excused Absence with no penalty. There will be no makeup for missed exams, except in the case of an University Excused Absence. The University views class attendance as the responsibility of an individual student. Attendance is essential to complete the course successfully. University rules related to excused and unexcused absences are located on-line at http://student-rules.tamu.edu/rule07.

Textbook and/or Resource/Reading Material
All readings apart from the course textbooks will be posted on eCampus. One textbook is required for all students: Graham, B. H. C. (2010). America, the owner's manual: making government work for you. Washington, D.C.: CQ Press. Please note that you may be able to find very inexpensive used copies of this book online. Graduate Students (those enrolled in ESSM 689), are recommended to obtain Theories of the Policy Process. A new 3rd edition, edited by Paul Sabatier & Chris Weible, came out this summer, and I have not been able to obtain a copy yet, so I am not requiring this text, but I do suggest that it would be very useful for your research papers.

Other Pertinent Course Information
You are allowed to use electronic devices during class time for appropriate purposes (i.e. writing, working with students). Inappropriate use of electronic devices (i.e. for purposes not related to the class) is disrespectful and disruptive. If inappropriate use is frequent, this privilege will be suspended.

Americans with Disabilities Act (ADA)
The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please contact Disability Services, in Cain Hall, Room B118, or call 845-1637. For additional information visit http://disability.tamu.edu

Academic Integrity
You are expected to follow the Aggie Honor code. For additional information please visit: http://aggiehonor.tamu.edu “An Aggie does not lie, cheat, or steal, or tolerate those who do.”
Course Outline
Week 1 (Sept 1-7): Course Introduction, topic brainstorm

Week 2 (Sept 8-14): Overview of approaches to policy change (part 1)

Week 3 (Sept 15-21): Action Research.

Week 4 (Sept 22-28): Overview of approaches (part 2) Problem statement presentations in class.


Week 6 (Oct. 6-12): Political Strategies. 1st draft of graduate student background papers due October 7th.
*Professor Fleischman will likely be out of town at a conference this week. If so, students should use class time to prepare for their strategies, due the following week.

Week 7 (Oct 13-19): Communication & its limits. Strategy presentations in class
Week 8 (Oct 20-26): Litigation. **Strategies due Oct 21.**
- Selections from Houck, Oliver A. (2010). *Taking back Eden eight environmental cases that changed the world.* Washington, DC: Island Press. (Storm King & Trillium)

Week 9 (Oct 27-Nov 2): Environmental social movements.

Week 10 (Nov 3-9): Grassroots social organizing
- Possible guest lecture by Thomas Heberlein on Nov. 4th

Week 11 (Nov 10-16): Nonviolent direct action (1)
- Thoreau, H.D. *Civil Disobedience*

Week 12 (Nov 17-22): Nonviolent Direct Action (2)

Week 13: (Nov 24-30): Thanksgiving break: No class
Week 14: (Dec 1-7): **Presentations of action**
Week 15: LAST DAY OF CLASS: DEC. 9 **Action write-ups due. Final reflections due.**
Texas A&M University
departmental request for a new course
undergraduate • graduate • professional
• submit original form and attach a course syllabus.

Form Instructions

1. Course request type:  ✓ Undergraduate  □ Graduate  □ First Professional (D.D.S, M.D, J.D, PharmD, D.V.M)

2. Request submitted by (Department or Program Name):  Department of Mechanical Engineering

3. Course prefix, number and complete title of course:  MEEN 439: Solar Energy Engineering

4. Catalog course description (not to exceed 50 words):
Introduction to Solar energy; solar angles and radiation; solar thermal systems; solar water heating and space heating; concentrated solar power; energy storage; solar photovoltaics; solar cell manufacturing; other solar energy technologies.

5. Prerequisite(s):  MEEN 315

6. Is this a variable credit course?  □ Yes  ✓ No  If yes, from ________ to ________

7. Is this a repeatable course?  □ Yes  ✓ No  If yes, this course may be taken ________ times.

8. Will this course be repeated within the same semester?  □ Yes  ✓ No

9. Will this course be submitted to the Core Curriculum Council?  □ Yes  ✓ No

10. How will this course be graded?  ✓ Grade  □ S/U  □ P/F (CLMD)

11. This course will be:
   a. required for students enrolled in the following degree program(s) (e.g., B.A. in history)
   b. an elective for students enrolled in the following degree program(s) (e.g., M.S., Ph.D. in geography)

12. BS in MEEN and other engineering programs.

13. If other departments are teaching or are responsible for related subject matter, the course must be coordinated with those departments. Attach approval letters.

14. ✓ I verify that I have reviewed the FAQ for Export Control Basics for Distance Education (http://vpr.tamu.edu/resources/export-controls/export-controls-basics-fors-distance-education).

15. Prefix  Course #  Title (excluding punctuation)

   MEEN  439  SOLAR ENERGY ENGINEERING

   Lect.  Lab  Other  SCH  CIP and Fund Code  Admin. Unit  Acad. Year  FICE Code
   3.00  0.00  0.00  3.00  1419210006  1920  16  17  00  3  6  3  2

Approval recommended by:

Timothy J. Jacobs
Department Head or Program Chair (Type Name & Sign)  Date

Chair, College Review Committee  Date

Dean of College  Date

Chair, GC or UCC  Date

Effective Date

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra.williams@tamu.edu.
HONOR CODE: 

*Aggie Honor Code:* "An Aggie does not lie, cheat, or steal, or tolerate those who do."

Upon accepting admission to Texas A&M University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning and to follow the philosophy and rules of the Honor System. Students will be required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the Texas A&M University community from the requirements or the processes of the Honor System. For additional information please visit: [aggiehonor.tamu.edu](http://aggiehonor.tamu.edu)

On all course work, assignments, and examinations at Texas A&M University, the following Honor Pledge is implied regardless if it is preprinted and signed by the student: "On my honor, as an Aggie, I have neither given nor received unauthorized aid on this academic work."

INSTRUCTOR: Dr. Ying Li
EMAIL: yingli@tamu.edu
PHONE NUMBER: 979-862-4465
OFFICE NUMBER: MEOB 322
Office Hours: TBD

TA: TA's NAME: TBD
TA's EMAIL: TBD
Office Hours: TBD

PREREQUISITES: MEEN 315 or graduate standing. It is the student’s responsibility to ensure proper requirements are satisfied for enrollment in this course. Students not meeting course prerequisites will be automatically dropped after the first week of class.


COURSE CONTENT: Introduction to solar energy; solar angles and radiation; solar thermal systems; solar water heating and space heating; concentrated solar power; energy storage; solar photovoltaics; solar cell manufacturing; other solar energy technologies.

OBJECTIVE: 1) Build familiarity with the basic concepts in solar energy engineering;
2) Learn principles of various solar energy technologies;
3) Estimate energy needs for solar energy applications and choose the appropriate engineering system and technology;
4) Develop knowledge of engineering analysis for solar thermal and PV systems;
5) Gain insights in issues surrounding solar energy development and use.
<table>
<thead>
<tr>
<th>GRADING:</th>
<th>Undergraduate Students</th>
<th>Graduate Students</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Home Work 20%</td>
<td>Homework* 15%</td>
</tr>
<tr>
<td></td>
<td>Quiz 20%</td>
<td>Quiz* 15%</td>
</tr>
<tr>
<td></td>
<td>Midterm Exam 30%</td>
<td>Midterm Exam* 30%</td>
</tr>
<tr>
<td></td>
<td>Team Project 30%</td>
<td>Team Project 30%</td>
</tr>
</tbody>
</table>

*Additional or higher difficulty level problems will be given to graduate students

**LETTER ASSIGNMENT SCHEME:**
90 ≤ A ≤ 100; 80 ≤ B < 90; 70 ≤ C < 80; 60 ≤ D < 70; F < 60
Lower bounds may or may not be adjusted to students' advantages.

**GRADES CANNOT BE DISCUSSED OVER THE PHONE OR THROUGH AN EMAIL ACCOUNT OTHER THAN YOUR UNIVERSITY ACCOUNT.**

**TEAM WORK:**
Only homework assignments and team project are expected to be completed through team efforts. Each team should consist of no more than four persons. Undergraduate and graduate students are not allowed in the same team. Each team should identify a name and a team leader. At the end of the semester, there will be peer evaluation within the team which will also affect the grade earned by each person. Detailed guidelines will be given later in the semester.

**HOMEWORK:**
About five homework problem sets will be assigned during the semester. Students are encouraged to discuss with team members on the homework and only one copy from each team needs to be turned in. Discussion between the teams is, however, prohibited. Homework must be completed in an organized and neat manner. For each problem, list the information given in the problem statement, the assumptions you made, and the unknowns. The solution of the problem should be presented in a logical format. A schematic diagram of the problem should be included. All homework solutions should be legible, and any multiple page assignments should be stapled by the student. Homework must be handed in at the beginning of the class on the due date. LATE HOMEWORK WILL NOT BE ACCEPTED FOR ANY REASON (see Absence/Waiver Policy).

**QUIZ:**
There will be six to seven open-book quizzes during regular class time. Students can have one lowest-score quiz dropped. No make-up quizzes will be given (see Absence/Waiver Policy).

**PROJECT:**
There is one project required for each team. The goal of the project is to apply certain solar energy technology to solve practical engineering problems. The assignments of the project include a written proposal (10 percent), a written final project (60 percent), and an in-class power-point presentation (30 percent). Detailed guidelines for the project will be given later in the semester.

**EXAMINATIONS:**
There is one open-book comprehensive midterm exam near the end of the semester. There is no final exam. Electronic devices except calculators are prohibited during the exam. Make-up exams are only given under situations that apply to university student rules (see Absence/Waiver Policy). The student must contact the instructor before the exam to state that he/she will not be able to attend the exam. Valid, properly documented and signed paperwork will be required before make-up exams will be given.

**REVIEW PAPER:**
This is for graduate students only. Each graduate student will write a literature review paper on topics within the field of solar energy engineering. It includes a proposal/outline
of paper (20 percent) and a final paper (80 percent). Guidelines about the review paper will be given later in the semester.

ABSENCES/WAIVERS Work missed due to absences will only be excused for University-approved activities in accordance with TEXAS A&M UNIVERSITY STUDENT RULES (see http://student-rules.tamu.edu/rule07). Please note that job/internship interviews and other discretionary personal travel do not qualify for the excused absence policy. For anticipated excused absences, the student must contact the instructor prior to the absence. In cases where advance notification is not feasible (e.g. accident, or emergency) the student must provide notification by the end of the second working day after the absence. This notification should include an explanation of why notice could not be sent prior to the class. When an Assignment Waiver is issued for a missed homework assignment or quiz, the waiver removes the missed homework or quiz when computing the student’s total homework or quiz score. The instructor may give a make-up exam that is different from but at a similar level to the missed exam. The make-up work must be completed in a timeframe not to exceed 30 calendar days from the last day of the initial absence. In order to receive a waiver for missed work whether by prior arrangement or unplanned, a student must provide a completed Assignment Waiver request to the instructor. This form is available on the class website. MISSED ASSIGNMENTS WILL NOT BE EXCUSED WITHOUT SUBMITTING A HARDCOPY OF THE SIGNED ASSIGNMENT WAIVER FORM TO THE COURSE INSTRUCTOR.

LATE ASSIGN’TS: Unexcused late assignments will not be accepted.

E-CAMPUS: This course will make use of the eCampus website, ecampus.tamu.edu. All course handouts, homework assignments and solutions, sample exams, project guidelines, grades, auxiliary lectures, and a question forum are available on eCampus. Although you will be able to see your individual scores, you cannot see other students’ scores and vice versa.

ADA: The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please contact Disability Services (disability.tamu.edu) in Room B118 of Cain Hall or call 845-1637.
<table>
<thead>
<tr>
<th>Week</th>
<th>Topic</th>
<th>Text Coverage</th>
<th>Assignments due</th>
</tr>
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<tbody>
<tr>
<td>1</td>
<td>Syllabus; Introduction of Energy and the Environment; Renewable Energy Profile in the US.</td>
<td>Chapter 1; Handouts</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Solar Energy Technology Overview; Basic principles and terminology</td>
<td>Chapter 1; Handouts</td>
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</tr>
<tr>
<td>3</td>
<td>Solar Angles</td>
<td>Chapter 2</td>
<td>HW 1 due</td>
</tr>
<tr>
<td>4</td>
<td>Solar Radiation</td>
<td>Chapter 2</td>
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<tr>
<td>5</td>
<td>Solar Collectors and Thermal Analysis</td>
<td>Chapters 3-4</td>
<td>HW 2 due</td>
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<tr>
<td>6</td>
<td>Solar Collectors and Thermal Analysis</td>
<td>Chapter 3-4</td>
<td>Both project proposal and review paper proposal due</td>
</tr>
<tr>
<td>7</td>
<td>Solar Water Heating and Space Heating</td>
<td>Chapters 5-6</td>
<td>HW 3 due</td>
</tr>
<tr>
<td>8</td>
<td>Solar Photovoltaic</td>
<td>Chapter 9; Handouts</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Solar Photovoltaic</td>
<td>Chapter 9; Handouts</td>
<td>HW 4 due</td>
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<tr>
<td>10</td>
<td>Energy Storage Systems</td>
<td>Handouts</td>
<td>Midterm Exam</td>
</tr>
<tr>
<td>11</td>
<td>Concentrated Solar Power</td>
<td>Chapter 10; Handouts</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>Hybrid Systems; Other Solar Energy Technologies</td>
<td>Handouts</td>
<td>HW 5 due</td>
</tr>
<tr>
<td>14</td>
<td>Team Project Presentation</td>
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</table>
MEEN 439  Solar Energy Engineering

REQUIRED OR ELECTIVE: Elective

CATALOG DESCRIPTION: Introduction to solar energy; solar angles and radiation; solar thermal systems; solar water heating and space heating; concentrated solar power; energy storage; solar photovoltaics; solar cell manufacturing; other solar energy technologies. Three credits (3-0).

PREREQUISITES: MEEN 315 or graduate standing.


COURSE LEARNING OUTCOMES: At the end of the course, the student should be able to:

**Numbers in brackets indicate the relationship of the learning outcome to program outcome(s).**

1. Recognize energy-environment nexus, renewable energy technology, and basic solar energy engineering processes and devices [a, h, j]
2. Calculate solar angles on a given date and time and at a given location [a, c]
3. Calculate sunrise and sunset times and day light length on a given date and location. [a, e]
4. Calculate extraterrestrial and terrestrial solar radiation on a flat and tilted surface. [a, c]
5. Identify different types of solar thermal collectors and understand their working principles [a, c, e]
6. Conduct thermal analysis of a solar collector and understand the factors contributing to energy loss [a, c, e]
7. Analyze collector thermal efficiency of flat-plate and concentrated solar collectors [a, c, e]
8. Describe basic principles of solar water heating, space heating and space cooling. [a, e]
9. Describe heat storage systems and characteristics of storage media. [a, e]
10. Apply conservation principles (mass and energy) to analyze thermal efficiency of an integrated solar energy collection and storage system [a, c, e]
11. Describe basic principles of solar photovoltaics and analyze solar cell performance. [a, e]
12. Design solar PV arrays based on load characteristics [a, c, e]
13. Describe basic principles of electric energy storage systems (batteries). [a, e]
14. Describe the principle and design of a solar thermal power plant [a, c, e]
15. Evaluate the impact of solar energy technology on the environment in the context of reduced emissions of greenhouse gases [a, e, h, j]
16. Collect, analyze, and present experimental data both individually and on teams [a, d, e, g, k]
17. Write technical reports both individually and on teams [d, g, k]

TOPICS:

Week 1: Introduction; Energy and environment nexus; Renewable energy profile in the US.
Week 2: Solar Energy Technology Overview; Basic principles and terminology
Week 3: Solar Angles
Week 4: Solar Radiation
Week 5: Solar Collectors and Thermal Analysis
Week 6: Solar Collectors and Thermal Analysis
Week 7: Solar Water Heating and Space Heating
Week 8: Solar Photovoltaic
Week 9: Solar Photovoltaic
Week 10: Energy Storage Systems; Midterm Exam
Week 11: Concentrated Solar Power
Week 12: Hybrid Systems; Other Solar Energy Technologies
Week 13: Team Project Presentation
Week 14: Team Project Presentation. Evaluations.
CLASS/LABORATORY SCHEDULE: 150 minutes per week (two or three classes a week), taught in lecture session, group discussion, and active learning styles. Project and problem-solving teaming emphasized. Teams of four are organized, and each team must design, analyze and report on a solar energy harvesting/conversion system.

CONTRIBUTION TO MEETING REQUIREMENTS OF CRITERION 5:

<table>
<thead>
<tr>
<th>Subject</th>
<th>Semester hrs</th>
<th>Subject</th>
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<th>Subject</th>
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<td>General</td>
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<td>Basic Science</td>
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<td>Engineering Design</td>
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RELATIONSHIP OF COURSE TO PROGRAM OUTCOMES:

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<thead>
<tr>
<th>ABET Program Outcome</th>
<th>ABET Program Outcome</th>
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<tbody>
<tr>
<td>x a. ability to apply knowledge of mathematics, science and engineering</td>
<td>f. understanding of professional and ethical responsibility</td>
</tr>
<tr>
<td>b. ability to design and construct experiments, and analyze and interpret data</td>
<td>x g. ability to communicate effectively</td>
</tr>
<tr>
<td>x c. ability to design a system, component, or process to meet desired needs within</td>
<td>x h. education to understand the impact of engineering solutions in a global, economic,</td>
</tr>
<tr>
<td>realistic constraints</td>
<td>environmental, and societal context</td>
</tr>
<tr>
<td>x d. ability to function on teams (not necessarily multi-disciplinary)</td>
<td>i. recognition of the need for, and an ability to engage in life-long learning</td>
</tr>
<tr>
<td>x e. ability to identify, formulate and solve engineering problems</td>
<td>x j. a knowledge of contemporary issues</td>
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<tr>
<td></td>
<td>x k. ability to use the techniques, skills and modern engineering tools necessary for engineering practice</td>
</tr>
</tbody>
</table>

Prepared by Ying Li Date March 13, 2015
Texas A&M University
Departmental Request for a New Course
Undergraduate • Graduate • Professional
• Submit original form and attach a course syllabus.

Form Instructions
1. Course request type:  
   - Undergraduate  
   - Graduate  
   - First Professional (e.g., DVM, JD, MD, etc.)
2. Request submitted by (Department or Program Name): Department of Mechanical Engineering
3. Course prefix, number and complete title of course: MEEN 469 - Alternative Energy Conversion
4. Catalog course description (not to exceed 50 words): Design and analysis of alternative energy conversion processes and systems that are based on converting energy directly (e.g., fuel cells, photovoltaics), utilizing non-combustible heat sources (e.g., geothermal, ocean gradients, solar, and nuclear fission and fusion) and obtaining energy from the environment (e.g., wind, hydroelectric, ocean tides and waves).

5. Prerequisite(s): MEEN 315
   Cross-listed with: 
   Stacked with: Cross-listed courses require the signature of both department heads.
6. Is this a variable credit course?  
   - Yes  
   - No  
   If yes, from _______ to _______
7. Is this a repeatable course?  
   - Yes  
   - No  
   If yes, this course may be taken _______ times.
   Will this course be repeated within the same semester?  
   - Yes  
   - No
8. Will this course be submitted to the Core Curriculum Council?  
   - Yes  
   - No
9. This course will be:  
   a. required for students enrolled in the following degree program(s) (e.g., B.A. in history)
   b. an elective for students enrolled in the following degree program(s) (e.g., M.S., Ph.D. in geography)
   BS in Mechanical Engineering
10. If other departments are teaching or are responsible for related subject matter, the course must be coordinated with these departments. Attach approval letters.
11. ☑ I verify that I have reviewed the FAQ for Export Control Basics for Distance Education (http://vpr.tamu.edu/resources/export-controls/export-controls-basics-for-distance-education).

<table>
<thead>
<tr>
<th>Prefix</th>
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<tbody>
<tr>
<td>MEEN</td>
<td>469</td>
<td>ALTERNATIVE ENERGY CONVERSION</td>
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<th>Lab</th>
<th>SCH</th>
<th>CIP and Fund Code</th>
<th>Admin. Unit</th>
<th>Acad. Year</th>
<th>FICE Code</th>
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<td>0 0 3 1 4 1 9 0 1 0 0 0 6 1 9 2 0 1 6 - 1 7 0 0 3 6 3 2</td>
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</table>

Approval recommended by:
Dr. Timothy J. Jacobs  
Department Head or Program Chair (Type Name & Sign)  
Digitally signed by Timothy J. Jacobs  
Date: 2015.06.30 16:08:40 -05'00'  
Dean of College  
Date
Chair, GC or UCC  
Date

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra-williams@tamu.edu.
Curricular Services – 04/14

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RECEIVED
JUL 01 2015
CURRICULAR SERVICES
MEEN 469 Syllabus

Alternative Energy Conversion

Fall 2016

**Instructor:** Dr. Michael Pate

**Office:** 317 Engineering/Physics Building
            979-458-2264
            mpate@tamu.edu

**Classroom:** ENPH 202

**Time:** MWF 10:20 – 11:10 AM (3 credits)

**Office Hours:** TBD

**Course Catalog Description:**

Design and analysis of alternative energy conversion processes and systems that are based on converting energy directly (e.g., fuel cells, photovoltaics), utilizing non-combustible heat sources (e.g. geothermal, ocean gradients, solar, and nuclear fission and fusion) and obtaining energy from the environment (e.g. wind, hydroelectric, ocean tides and waves).

**Course Objectives:**

The objective is to provide the engineering principles required to analyze, design and evaluate alternative energy conversion processes and systems. The skills required to compare the various technologies from both a technical, economic and feasibility standpoint will be provided.

**Course Text:**

There is not an assigned text; rather, students will utilize instructor notes, contemporary literature/publications and the internet as directed.

**Class Attendance:**

Class attendance is mandatory and will be taken daily. Student Rule 07 applies regarding attendance and the excusing of absences; see http://student-rules.tamu.edu/rule07. It is the student’s responsibility to maintain and submit upon request email documentation with the instructor for excused absences. Two unexcused absences result in a 5% final grade reduction, while two more unexcused absences equal another 5%, etc. If you do miss class for a valid reason (i.e. excused absence), make sure that you have a contact person who can get you a copy of the homework and tell you what material was covered in class that day.

**Grading System:**

At the conclusion of the course, grades will be assigned based on each student’s performance as measured by the average percent score for the semester as follows:

- **A** 90 - 100%
- **B** 80 < 90%
- **C** 70 < 80%
- **D** 65 < 70%
- **F** 0 < 65%
Homework/Projects (70% of grade):

You will be assigned anywhere from 25-35 homework exercises, and they are always due at the next class period. With regards to grading HW, the following four areas will be evaluated as shown:

1. Methodology/neatness/organization 0 1 2 3
2. Equations/calculations/numerical/unites 0 1 2 3
3. Comments/discussions/reflections 0 1 2 3
4. Lessons learned 0 1

As you can see, plugging and chugging to get an answer, even if correct, is only about 30% of the total credit. Many HW problems will not involve calculations, but rather they will address "critical thinking" essay questions, which require considerable knowledge-gathering over the internet. In this latter case, your written response to the questions should always be in your own words. Violations of this policy will be considered a violation of the «Aggie Honor Code," and will be dealt with accordingly. As a final note, all of the writings that you turn in can be first-draft material, rather than polished.

Homework will be graded by using a letter grade approach that is converted to a numerical score at the end of the course as follows:

| A + (10), | B (8), | F+(4), |
| A (9.5), | C (7), | F (2), |
| A- (9), | D (6), | F-(0). |

If you turn in homework late, then your maximum score will be reduced to a "C", and then a full letter grade for each late class period thereafter. Even if you have an excused absence from class, you are still responsible for doing the homework, without a late penalty. (turn in as soon as possible, but no more than one week after the missed class)

HLO's (30% of grade):

HLO's (High Learning Opportunities) are in-class exercises that consist of you working with a partner. At the end of class, they are collected and graded for "effort" rather than "content" (otherwise they would be called quizzes). The grading scale will be similar to that used for homework. We will do about 30 of these over the duration of the course. If you have an unexcused absence, you will receive zero points for that day's HLO. If you have an excused absence, missing the HLO will not hurt your final course score, and you do not need to make up the HLO.

Class Notebook:

You are required to maintain a "class notebook/portfolio" that you should keep updated with all of your graded work (HW's and HLO's). This notebook/portfolio will be periodically collected and evaluated. It is your responsibility to keep track of all your scores (HW and HLO's), and in this regard, your notebook/portfolio should also contain a "score sheet" (supplied by me) showing points awarded and max:mum points possible for all of your assignments. At the end of the course, this score sheet (which you need to keep up to date) will be used as a check-off when I go through your graded work again to calculate your final grade (as such, you will not get credit for work that is lost or omitted from your notebook). If you want, you can keep handouts and class notes (taken by you) in a separate file, which I will not collect.
Philosophy & Rationale section states: “Apathy or acquiescence in the presence of academic dishonesty is not a neutral act—failure to confront and deter it will reinforce, perpetuate, and enlarge the scope of such misconduct. Academic dishonesty is the most corrosive force in the academic life of a university.”

Additional Information:

Office hours will be established and posted during the first week of classes. If necessary, feel free to contact me at other times for help, however if you stop by at times other than office hours, I may be in labs or at meetings. You can also email me at mpate@tamu.edu if you have questions.

Please discuss any special needs or special accommodations with me at the beginning of the semester or as soon as you become aware of your needs.
Texas A&M University
Departmental Request for a New Course
Undergraduate + Graduate + Professional
Submit original form and attach a course syllabus.

Form Instructions
1. Course request type: ☑ Undergraduate ☐ Graduate ☐ First Professional (DDS, MD, JD, PharmD, DVM)
2. Request submitted by (Department or Program Name): Department of Materials Science and Engineering
   MSEN 222, Material Science
3. Course prefix, number and complete title of course: 
   CHEM 102, or CHEM 104 and CHEM 114, or CHEM 107 and CHEM 117; PHYS 218
4. Catalog course description (not to exceed 50 words):
   Mechanical, optical, thermal, magnetic and electrical properties of solids; differences in properties of metals, polymers, ceramics and composite materials in terms of bonding and crystal structure.

5. Prerequisite(s): MEEN 222
Cross-listed with: Stacked with: 
Cross-listed courses require the signature of both department heads.

6. Is this a variable credit course? ☐ Yes ☑ No If yes, from _____ to _____
7. Is this a repeatable course? ☐ Yes ☑ No If yes, this course may be taken _____ times.
   Will this course be repeated within the same semester? ☐ Yes ☑ No
8. Will this course be submitted to the Core Curriculum Council? ☐ Yes ☑ No
9. How will this course be graded? ☑ Grade ☐ S/U ☐ P/F (CLMD)
10. This course will be:
   a. required for students enrolled in the following degree program(s) (e.g., B.A. in history)
   b. an elective for students enrolled in the following degree program(s) (e.g., M.S. Ph.D. in geography)
   Minor in Materials Science and Engineering

11. If other departments are teaching or are responsible for related subject matter, the course must be coordinated with these departments. Attach approval letters.

12. ☑ I verify that I have reviewed the FAQ for Export Control Basics for Distance Education (http://vpr.tamu.edu/resources/export-controls/export-controls-basics-for-distance-education).

13. Prefix Course # Title (excluding punctuation)
   MSEN 222 MATERIAL SCIENCE
   Lect. Lab Other SCH COP and Fund Code Admin. Unit Acad. Year FICE Code
   3.00 0.00 3.00 1418010006 1864 16 - 17 0 0 3 6 3 2

Approval recommended by:
Dr. Ibrahim Karaman
Department Head or Program Chair (Type Name & Sign) Date
Chair, College Review Committee Date

Dr. Andreas Polycarpou
Department Head or Program Chair (Type Name & Sign) Date
(if cross-listed course)
Dean of College Date

Submitted to Coordinating Board by:
Associate Director, Curricular Services Date

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra.williams@tamu.edu
MEMORANDUM

TO: Office of Curricular Services

THROUGH: Andreas Polycarpou
Head and Meinhard H. Kotzebue '14 Professor
Department of Mechanical Engineering

FROM: Ibrahim Karaman
Head and Chevron Professor
Department of Materials Science and Engineering

SUBJECT: Approval of Cross-listed Courses

We, the undersigned department heads, confirm that we approve the cross-listing of MEEN 222 and the newly formed MSEN 222.

If you have any questions, please feel free to contact me at ikaraman@tamu.edu.
MSEN 222, Materials Science, 3 Credits

Term: Fall 2016

Meeting times and locations: TBD

Instructor Information: Dr. Patrick Shamberger, Reed McDonald 229, patrick.shamberger@tamu.edu, 979-458-1086

Course (catalog) description: This course is an introduction to the structure-property relationships of solid materials (metals, ceramics, polymers and composites). Topics covered include atomic structure and bonding, crystal structures, crystal structure imperfections, introduction to strength of materials and strengthening mechanisms, diffusion, introduction to phase diagrams, and the thermal, electrical, and magnetic, and optical properties of materials.

Course Prerequisites: CHEM 102, or CHEM 104 and CHEM 114, or CHEM 107 and CHEM 117; PHYS 218.

Course Objectives and Learning Outcomes:
1. To provide sophomore mechanical engineering students with basic knowledge in materials science fundamentals.
2. To relate macroscopic physical and mechanical properties of solid materials including thermal, electrical, magnetic, and optical properties, to microscopic causes (based on fundamental principles), including chemical bonding, crystal structure, and microstructure.
3. To be able to describe the differences in macroscopic physical properties for metals, polymers, ceramics, semiconductors, and composite materials in terms of microscopic structure and causes.

ABET Course Learning Outcomes: At the end of this course, students should be able to:
1. Describe, discuss, and explain what the field of materials science includes.
2. Explain atomic structure.
3. Describe, discuss, and explain bonding.
4. Describe, discuss, and explain crystal structure.
5. Describe, discuss, and explain microstructure.
6. Explain material crystal defects and their significance.
7. Use the isomorphous phase diagram to determine phase compositions and relative amounts of phases present for a given alloy chemical composition
8. Describe and explain solid state diffusion
9. Relate macroscopic physical and mechanical properties (tensile and bending) to atomic bonding and microstructure.
10. Describe and explain corrosion in metals, and electrical, thermal properties, magnetic, and optical properties, in terms of microscopic causes.

**Textbook:**
*Materials Science and Engineering: An Introduction, 9th edition, Callister and Rethwisch*

**Additional Material:**
Lecture notes, assignments, solutions, grades, project instructions, and additional material will be available at [http://ecampus.tamu.edu](http://ecampus.tamu.edu). Library resources (including supplementary reading material, materials reference handbooks, standards databases and video links) will be available at: [http://guides.library.tamu.edu/MSEN201](http://guides.library.tamu.edu/MSEN201).

**Assessment and Evaluation:**
Understanding of structure-property relationships will be evaluated through both conceptual questions and numerical problems in which relevant physical quantities will be calculated from fundamental relationships. Homework assignments and quizzes will play important roles in gaining a mastery of the course material.

**Course Policies and Procedures:**
*Changes in schedule:*
The instructor reserves the right to change the order and content of lectures as necessary (and to make up for holidays and unscheduled class cancellations). Exam dates may be changed by the instructor, but in each case, at least 1 week notice will be given.

**Grading Scale (Standard Letter Scale):**
- A = 90-100
- B = 80-89.99
- C = 70-79.99
- D = 60-69.99
- F = <60

**Grading Policies:**
- Exam#1 (20 %) {week 5}
- Exam#2 (20 %) {week 11}
- Comprehensive Final (40 %) {end of semester}
- Quizzes (5 %)
- In-Class Participation (5 %)
- Homework (10 %)

Course will not be graded on a curve. Extra credit opportunities may be provided at the lecturer’s discretion.

**Late Work Policy:**
No late work will be accepted, unless in the case of excused attendance. University rules related to excused and unexcused absences are located on-line at [http://student-rules.tamu.edu/rule07](http://student-rules.tamu.edu/rule07).
**Attendance:**
The University views class attendance as the responsibility of an individual student. Attendance is essential to complete the course successfully. University rules related to excused and unexcused absences are located on-line at [http://student-rules.tamu.edu/rule07](http://student-rules.tamu.edu/rule07). Please come on time. Silence cell-phones and other electronic distractions.

**Make-up Policy:**
If an absence is excused, the instructor will either provide the student an opportunity to make up any quiz, exam or other work that contributes to the final grade or provide a satisfactory alternative by a date agreed upon by the student and instructor. If the instructor has a regularly scheduled make up exam, students are expected to attend unless they have a university approved excuse. The make-up work must be completed in a timeframe not to exceed 30 calendar days from the last day of the initial absence. The reasons absences are considered excused by the university are listed below. See Student Rule 7 for details ([http://student-rules.tamu.edu/rule07](http://student-rules.tamu.edu/rule07)). The fact that these are university-excused absences does not relieve the student of responsibility for prior notification and documentation. Failure to notify and/or document properly may result in an unexcused absence. Falsification of documentation is a violation of the Honor Code.

1) Participation in an activity that is required for a class and appears on the university authorized activity list at [https://studentactivities.tamu.edu/app/sponsauth/index](https://studentactivities.tamu.edu/app/sponsauth/index)

2) Death or major illness in a student's immediate family.

3) Illness of a dependent family member.

4) Participation in legal proceedings or administrative procedures that require a student's presence.

5) Religious holy day. NOTE: Prior notification is NOT required.

6) Injury or illness that is too severe or contagious for the student to attend class.
   a. Injury or illness of three or more class days: Student will provide a medical confirmation note from his or her medical provider within one week of the last date of the absence (see Student Rules 7.1.6.1)
   b. Injury or illness of less than three class days: Student will provide one or both of these (at instructor's discretion), within one week of the last date of the absence: (i) Texas A&M University Explanatory Statement for Absence from Class form available at [http://attendance.tamu.edu](http://attendance.tamu.edu) or (ii) Confirmation of visit to a health care professional affirming date and time of visit.

7) Required participation in military duties.

8) Mandatory admission interviews for professional or graduate school that cannot be rescheduled.

Other absences may be excused at the discretion of the instructor with prior notification and proper documentation. In cases where prior notification is not feasible (e.g., accident or emergency) the student must provide notification by the end of the second working day after the absence, including an explanation of why notice could not be sent prior to the class.
Course Outline* (subject to change):

<table>
<thead>
<tr>
<th>Week</th>
<th>Topics</th>
<th>Chapter(s)</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>Course Introduction, Atomic Structure</td>
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<td>1</td>
<td>Atomic Bonding</td>
<td>2</td>
</tr>
<tr>
<td>2</td>
<td>Structure of Crystalline Solids</td>
<td>3</td>
</tr>
<tr>
<td>3/4</td>
<td>Structure of Metals, Ceramics, and Polymers</td>
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<tr>
<td>4/5</td>
<td>Phase Diagrams</td>
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</tr>
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<td>5</td>
<td>Exam 1</td>
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<td>6</td>
<td>Imperfections in Solids</td>
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<tr>
<td>7</td>
<td>Diffusion</td>
<td>6</td>
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<td>8/9</td>
<td>Mechanical Properties: Metals, Ceramics and Polymers</td>
<td>7</td>
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<tr>
<td>10</td>
<td>Deformation Strengthening</td>
<td>8</td>
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<tr>
<td>10/11</td>
<td>Failure: Fracture, Fatigue, Creep</td>
<td>9</td>
</tr>
<tr>
<td>11</td>
<td>Exam 2</td>
<td></td>
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<tr>
<td>12</td>
<td>Electrical Properties</td>
<td>12</td>
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<tr>
<td>13</td>
<td>Thermal Properties</td>
<td>17</td>
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<tr>
<td>14</td>
<td>Magnetic Properties</td>
<td>18</td>
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<tr>
<td>14</td>
<td>Optical Properties</td>
<td>19</td>
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<tr>
<td>15</td>
<td>Comprehensive Final Exam</td>
<td></td>
</tr>
</tbody>
</table>

*Subject to changes. Changes will be posted on [http://ecampus.tamu.edu](http://ecampus.tamu.edu)

Academic Integrity:
Aggie Honor Code: “An Aggie does not lie, cheat, or steal or tolerate those who do.” Upon accepting admission to Texas A&M University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor System. Ignorance of the rules does not exclude any member of the TAMU community from the requirements or the processes of the Honor System. For additional information please visit: [http://aggiehonor.tamu.edu](http://aggiehonor.tamu.edu)

Americans with Disabilities Act (ADA) Policy Statement:
The Americans with Disabilities Act (ADA) is a federal antidiscrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please contact the Department of Student Life, Services for Students with Disabilities in Cain Hall, Rm. 118 or call 845-1637. For additional information visit [http://disability.tamu.edu](http://disability.tamu.edu).
Texas A&M University
Departmental Request for a New Course
Undergraduate • Graduate • Professional
• Submit original form and attach a course syllabus.

Form Instructions:
1. Course request type:  ☑ Undergraduate  ☐ Graduate  ☐ First Professional (DDS, MD, JD, PharmD, DVM)
2. Request submitted by (Department or Program Name):  Harold Vance Department of Petroleum Engineering
3. Course prefix, number and complete title of course:  PETE 337-Junior Student Paper Contest

4. Catalog course description (not to exceed 50 words):
   Presentation of a technical proposal on a subject related to petroleum technology judged by petroleum professionals at the junior level departmental student paper contest.

5. Prerequisite(s):

<table>
<thead>
<tr>
<th>Cross-listed with:</th>
<th>Stacked with:</th>
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</thead>
<tbody>
<tr>
<td>PETE 335</td>
<td></td>
</tr>
</tbody>
</table>

Cross-listed courses require the signature of both department heads.

6. Is this a variable credit course?  ☐ Yes  ☑ No
   If yes, from _______ to _______

7. Is this a repeatable course?  ☐ Yes  ☑ No
   If yes, this course may be taken _______ times.
   Will this course be repeated within the same semester?  ☐ Yes  ☑ No

8. Will this course be submitted to the Core Curriculum Council?  ☐ Yes  ☑ No

9. How will this course be graded?  ☐ Grade  ☑ S/U  ☐ P/F (CLMD)

10. This course will be:
    a. required for students enrolled in the following degree programs(s) (e.g., B.A. in history)
    B. S. Petroleum Engineering
    b. an elective for students enrolled in the following degree program(s) (e.g., M.S., Ph.D. in geography)

11. If other departments are teaching or are responsible for related subject matter, the course must be coordinated with these departments. Attach approval letters.

12. ☑ I verify that I have reviewed the FAQ for Export Control Basics for Distance Education (http://vpr.tamu.edu/resources/export-controls/export-controls-basics-for-distance-education).

13. Prefix | Course # | Title (excluding punctuation) |
          |          | JUNIOR STUDENT PAPER CONTEST |

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<th>Lab</th>
<th>Other</th>
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<th>Acad. Year</th>
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<td>3 6 3 2</td>
</tr>
</tbody>
</table>

Approval recommended by:
A.D. Hill /Date

Department Head or Program Chair (Type Name & Sign)  Date
Chair, College Review Committee  Date

Department Head or Program Chair (Type Name & Sign)  Date
(If cross-listed course)
Dean of College  Date

Submitted to Coordinating Board by:
Associate Director, Curricular Services  Date

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra-williams@tamu.edu
Curricular Services – 07/14
DATE:    July 2, 2015

TO:      Tim Scott, Chair
         University Curriculum Committee

THROUGH: Valerie E. Taylor
         Senior Associate Dean for Academic Affairs

FROM:    A.D. Hill
         Department Head, Petroleum Engineering

SUBJECT: Petroleum Engineering Zero-Credit Course Requests

Attached are the New Course Request forms for PETE 337-Junior Student Paper Contest and
PETE 437-Senior Student Paper Contest. These new course requests have been discussed and
approved by the Petroleum Engineering Department Undergraduate Curriculum Committee.

PETE 337 and 437 are requested zero credit courses similar to our PETE 300 Summer Practice
course. There are no syllabi for these courses as they are degree requirements that must be met by
completing the specific items, i.e. PETE 337 is completion of the Junior Student Paper Contest
presentation, and PETE 437 is completion of the Senior Student Paper Contest presentation. These
are similar to our PETE 300 Summer Practice course which requires that students complete an
internship. Having separate courses for these requirements allows the students to register for them
to facilitate completion of their degree requirements, and enables the department to better track
student completion.

Thank you for your consideration.
Texas A&M University
Departmental Request for a New Course
Undergraduate • Graduate • Professional
Submit original form and attach a course syllabus.

Form Instructions

1. Course request type: ☑ Undergraduate ☐ Graduate ☐ First Professional (DDS, MD, JD, PharmD, DVM)

2. Request submitted by (Department or Program Name): Harold Vance Department of Petroleum Engineering

3. Course prefix, number and complete title of course: PETE 437-Senior Student Paper Contest

4. Catalog course description (not to exceed 50 words):
Presentation of a technical petroleum engineering topic judged by petroleum professionals at the senior level departmental student paper contest.

RECEIVED

APR 15 2015

EASA

5. Prerequisite(s): PETE 335

Cross-listed with: Stacked with:

Cross-listed courses require the signature of both department heads.

6. Is this a variable credit course? ☐ Yes ☑ No If yes, from _______ to _______

7. Is this a repeatable course? ☐ Yes ☑ No If yes, this course may be taken _______ times.

Will this course be repeated within the same semester? ☐ Yes ☑ No

8. Will this course be submitted to the Core Curriculum Council? ☐ Yes ☑ No

9. How will this course be graded? ☐ Grade ☑ S/U ☐ P/F (CLMD)

10. This course will be:
   a. required for students enrolled in the following degree program(s) (e.g., B.A. in history)
      B. S. Petroleum Engineering
   b. an elective for students enrolled in the following degree program(s) (e.g., M.S., Ph.D. in geography)

11. If other departments are teaching or are responsible for related subject matter, the course must be coordinated with these departments. Attach approval letters.

12. ☑ I verify that I have reviewed the FAQ for Export Control Basics for Distance Education (http://vpr.tamu.edu/resources/export-controls/export-controls-basics-for-distance-education).

13. Prefix Course # Title (excluding punctuation)

<table>
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<th>PETE</th>
<th>437</th>
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<td>Other</td>
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<td>0.00</td>
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</tr>
</tbody>
</table>

Approval recommended by:
A.D. Hill

Department Head or Program Chair (Type Name & Sign) Date

Chair, College Review Committee Date

Department Head or Program Chair (Type Name & Sign) Date

Dean of College Date

Submitted to Coordinating Board by:

Chair, GC or UCC Date

Effective Date

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra.williams@tamu.edu
Curricular Services – 07/14
DATE:       July 2, 2015
TO:        Tim Scott, Chair
           University Curriculum Committee
THROUGH:  Valerie E. Taylor
           Senior Associate Dean for Academic Affairs
FROM:      A.D. Hill
           Department Head, Petroleum Engineering
SUBJECT:   Petroleum Engineering Zero-Credit Course Requests

Attached are the New Course Request forms for PETE 337-Junior Student Paper Contest and PETE 437-Senior Student Paper Contest. These new course requests have been discussed and approved by the Petroleum Engineering Department Undergraduate Curriculum Committee.

PETE 337 and 437 are requested zero credit courses similar to our PETE 300 Summer Practice course. There are no syllabi for these courses as they are degree requirements that must be met by completing the specific items, i.e. PETE 337 is completion of the Junior Student Paper Contest presentation, and PETE 437 is completion of the Senior Student Paper Contest presentation. These are similar to our PETE 300 Summer Practice course which requires that students complete an internship. Having separate courses for these requirements allows the students to register for them to facilitate completion of their degree requirements, and enables the department to better track student completion.

Thank you for your consideration.
Texas A&M University
Departmental Request for a New Course
Undergraduate • Graduate • Professional
• Submit original form and attach a course syllabus.

Form Instructions:
1. Course request type: ☑ Undergraduate □ Graduate □ First Professional (DDS, MD, JD, PharmD, DVM)
2. Request submitted by (Department or Program Name): Select or Type Department/Program Name
GEOL 102 Principles of Geology Laboratory
3. Course prefix, number and complete title of course:
4. Catalog course description (not to exceed 50 words):
Laboratory exercise-based introduction to the physical and chemical nature of the Earth and dynamic process that shape it; rock and mineral types; topographic and geologic maps, complement to the lecture course GEOL 101, but may be taken independently.

5. Prerequisite(s):

6. Is this a variable credit course? □ Yes ☑ No
   If yes, from _____ to _____
7. Is this a repeatable course? □ Yes ☑ No
   If yes, this course may be taken _____ times.
   Will this course be repeated within the same semester? □ Yes ☑ No
   □ No
8. Will this course be submitted to the Core Curriculum Council? □ Yes ☑ No
9. How will this course be graded: ☑ Grade □ S/U □ P/F (CLMD)
10. This course will be:
   a. required for students enrolled in the following degree programs(s) (e.g., B.A. in history)
   b. an elective for students enrolled in the following degree program(s) (e.g., M.S., Ph.D. in geography)
   all undergraduates

11. If other departments are teaching or are responsible for related subject matter, the course must be coordinated with these departments. Attach approval letters.
12. ☑ I verify that I have reviewed the FAQ for Export Control Basics for Distance Education (http://ypr.tamu.edu/resources/export-controldistance-education).

13. Prefix
   Course: Title (excluding punctuation)
   GEOL 102 Principles of Geology Lab

   Lect. Lab Other SCH CIP:and Fund Code Admin. Unit Acad. Year FICE Code
   0.00 2.00 0.00 1.00 40.0061,000 2 1305 16 18 0 0 3 6 3 2

   Approval recommended by:

   Department Head or Program Chair (Type Name & Sign) Date

   Chair, College Review Committee Date

   Department Head or Program Chair (Type Name & Sign) Date
   (if cross-listed course)

   Dean of College Date

   Submitted to Coordinating Board by:

   Chair, GC or UCC Date

   Effective Date

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra.williams@tamu.edu.
Curricular Services – 07/14
Course title and number: GEOL 102: Principles of Geology Laboratory
Term: Fall 2014

Meeting times and location:

Course Description and Prerequisites

This is a laboratory exercise-based introduction to the physical and chemical nature of the Earth and dynamic processes that shape it. This class complements the lecture course GEOL 101, but may be taken as a standalone course.

Prerequisites: none

Learning Outcomes

Students will learn how to use and express the above bodies of geological knowledge through individual and group lab exercises that will also develop the following core skills. Students will be assessed on both knowledge and skills in exercises and tests in lab. (For instance, students may be asked to work in groups to identify specific rocks that would record information about the tectonic history of a region, analyze a map showing the distribution of their selected rocks, and then report their findings in writing.)

- Think critically about geological problems by 1) identifying data and areas of uncertainty, 2) distinguishing between data that are relevant and irrelevant to specific problems, and 3) logically testing hypotheses.
- Communicate about geological problems by 1) organizing written and oral discussions in order to emphasize relevant data and provide a logical flow to a well-supported conclusion, and 2) supporting written text with well-chosen diagrams or illustrations.
- Use empirical and quantitative skills to solve geological problems by 1) constructing and analyzing graphs, 2) describing three-dimensional structures or surfaces from two-dimensional representations (e.g. maps or projections), and 3) identifying patterns or trends from historical data.
- Work in teams to solve geological problems by 1) recognizing different points of view, 2) designing and executing plans to test or reconcile opposing hypotheses, and 3) identifying and reporting areas of uncertainty that prevent consensus.

Textbook and/or Resource Material


Grading Policies

Grades will be assigned based on the following assessments:

- Quizzes: 30%
- Project: 10%
- Exercises: 20%
- Midterm: 20%
- Final: 20%

All grades will be rounded to the nearest tenth of a percent (i.e. 89.95% → 90.0%, 89.94% → 89.9%) and converted to a letter grade as follows: 90.0–100.0 = A, 80.0–89.9 = B, 70.0–79.9 = C, 60.0–69.9 = D, <60.0 = F.
Course Topics, Calendar of Activities, Major Assignment Dates

Week  | Topic                                      |
------|--------------------------------------------|
1.    | Aug. 31-Sept. 4                           | Plate Tectonics I                      |
2.    | Sept. 7-Sept. 11                          | Minerals                               |
3.    | Sept. 14-Sept. 18                         | Igneous rocks                          |
4.    | Sept. 21-Sept. 25                         | Sedimentary rocks                      |
5.    | Sept. 28-Oct. 2                           | Metamorphic rocks;                     |
6.    | Oct. 5-Oct. 9                             | **Mid-term exam**                      |
7.    | Oct. 12- Oct. 16                          | Topographic maps                       |
     |                                            | and interpretation of geologic maps   |
10.   | Nov. 2- Nov. 6                            | Geophysics; earthquakes                |
11.   | Nov. 9- Nov. 13                           | Hydrogeology                           |
12.   | Nov. 16- Nov. 20                          | Petroleum Geology                      |
13.   | Nov. 23- Nov. 27                          | Thanksgiving, no lab                  |
14.   | Nov. 30-Dec. 4                            | **Final exam**                         |

Aggie Honor Code

"An Aggie does not lie, cheat, or steal or tolerate those who do." For more information, see Honor Council Rules and Procedures. [http://www.tamu.edu/aggiehonor](http://www.tamu.edu/aggiehonor) Academic integrity is an essential force in the academic life of a university. It enhances the quality of education and celebrates the genuine achievements of others. It is, without reservation, a responsibility of all members of the Texas A&M University Community to actively promote academic integrity. Apathy or acquiescence in the presence of academic dishonesty is not a neutral act -- failure to confront and deter it will reinforce, perpetuate, and enlarge the scope of such misconduct. [http://aggiehonor.tamu.edu](http://aggiehonor.tamu.edu)

Plagiarism

All materials used in this class are copyrighted. These materials include but are not limited to syllabi, quizzes, exams, lab problems, in-class materials, review sheets, and additional problem sets. Because these materials are copyrighted, you do not have the right to copy the handouts, unless permission is expressly granted.

As commonly defined, plagiarism consists of passing off as one's own the ideas, words, writings, etc., which belong to another. In accordance with this definition, you are committing plagiarism if you copy the work of another person and turn it in as your own, even if you should have the permission of that person. Plagiarism is one of the worst academic sins, for the plagiarist destroys the trust among colleagues without which research cannot be safely communicated.

If you have any questions regarding plagiarism, please consult the latest issue of the Texas A&M University Student Rules, [http://student-rules.tamu.edu](http://student-rules.tamu.edu), under the section "Scholastic Dishonesty."

Disability Statement

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please contact Disability Services, in Cain Hall, Room B118, or call 845-1637. For
additional information visit http://disability.tamu.edu

Absence Policy
This class will follow the University's policy for excused absences. For more information, please see Section 7 of the student rules: http://student-rules.tamu.edu
CHANGE IN COURSES
Texas A&M University
Departmental Request for a Change in Course
Undergraduate • Graduate • Professional
• Submit original form and attachments •

Form Instructions
1. Course request type: ☑ Undergraduate □ Graduate □ First Professional (CWS, MD, JD, PharmD, DVM)
2. Request submitted by (Department or Program Name): Department of Agricultural Economics
3. Course prefix, number and complete title of course: AGE 424 Rural Entrepreneurship I

Attach a brief supporting statement for changes made to items 4a through 4d and 10 below.

4. Change requested
   a. Prerequisite(s): From: AGE 105 or ECON 202; ACCT 209 or ACCT 210 or ACCT 228 or ACCT 230 or AGE 225 or AGE 336 or FINC 341 or FINC 408; junior or senior classification or approval of instructor
   To: AGE 105 or ECON 202; ACCT 209 or ACCT 210 or ACCT 228 or ACCT 230 or AGE 225 or AGE 336 or FINC 341 or FINC 408; junior or senior classification or approval of instructor
   b. Withdrawal (reason):
   c. Cross-list with:
   Cross-listed courses require the signature of both department heads.

   d. Change in course title and description. Enter complete current course title and current course description in item 9; enter proposed course title and proposed course description in item 10. Complete item 11a and b for a change in title.
   e. Change in course number, contact hours (lab & lecture), and semester credit hours. Complete item 11a and b. Attach a course syllabus.

5. Is this an existing core curriculum course? [ ] Yes [☑] No
6. If grade type is changing for existing course, indicate the new grade type: [ ] Grade [ ] S/U [ ] P/F (CLMD)
7. If this course will be stacked, please indicate the course number of the stacked course:
   [☑] I verify that I have reviewed the FAQ for Export Control Basics for Distance Education (http://vpr.tamu.edu/resources/export-controls/export-controls-basics-for-distance-education)

9. Complete current course title and current catalog course description:
   Rural Entrepreneurship I
   Strategic planning regarding economic feasibility of a single-enterprise rural or metropolitan business venture; emphasis on processes for developing a comprehensive enterprise budget and construction and evaluation of risk management alternatives; exchanges with "real-world" entrepreneurs, financial experts and other management personnel; computer capabilities essential.

10. Complete proposed course title and proposed catalog course description (not to exceed 50 words):
    Agribusiness Entrepreneurship - Economic Analysis

11. a. As currently in course inventory:

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   b. Change to:

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<tr>
<th>Prefix</th>
<th>Course #</th>
<th>Title (excluding punctuation)</th>
</tr>
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<tbody>
<tr>
<td>AGE</td>
<td>424</td>
<td>AGBU ENTRE - ECON ANALYSIS</td>
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<tr>
<td>Lect.</td>
<td>Lab.</td>
<td>Other</td>
</tr>
<tr>
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<td>2.00</td>
<td>3.00</td>
</tr>
</tbody>
</table>

Approval recommended by:

Department Head or Program Chair (Type Name & Sign)  Date

Submitted to Coordinating Board by:

Associate Director, Curricular Services  Date

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra.williams@tamu.edu
Curricular Services – 08/14
SUPPORTING STATEMENT FOR CHANGES MADE 4a THRU 4d AND 10 AGEC 424 RURAL ENTREPRENEURSHIP I to AGEC 424 AGRIBUSINESS ENTREPRENEURSHIP – ECONOMIC ANALYSIS AND AGEC 425 RURAL ENTREPRENEURSHIP II to AGEC 425 AGRIBUSINESS ENTREPRENEURSHIP – FINANCIAL ANALYSIS JULY 2015

Considering the following justifications, the changes I am proposing will help to communicate to students, not only in the Department of Agricultural Economics, but also throughout the College of Agriculture and Life Sciences, the availability of courses that will help them evaluate their potential as an entrepreneur.

1. Diversity of the student population in the Agricultural Economics degree’s Finance and Real Estate Option\(^a\) and in the Rural Entrepreneurship Option\(^b\) has increased substantially since the creation of these options in the 2004-2005 catalog, from primarily rural interests to a combination of rural and urban/metropolitan interests,

2. The increase in entrepreneurial interest among students in other College of Agriculture and Life Sciences majors,

3. Input from former students instrumental in both presenting “professor-for-a-day” lectures and providing mentoring, counseling, and additional suggestions from students that have completed AGEC 424 and/or AGEC 425 who are now engaged in various businesses across the State of Texas, and

4. Students’ and employers’ recognition of the term Agribusiness over the previous Rural term.

With the above justifications in mind, these changes will better serve the students both in the Department of Agricultural Economics and in the College of Agriculture and Life Sciences. In addition, I do not believe these changes will adversely affect my abilities to teach these courses as a whole, nor infringe on other Texas A&M University course offerings.

M. Edward Rister, Professor and Associate Head for the Department of Agricultural Economics, Instructor for AGEC 424 and AGEC 425, and the M. Edward Rister ’74 Chair in Rural Entrepreneurship

Date: 7-20-2015

NOTES:

a. AGEC 424 is required for all students enrolled in the Finance and Real Estate Option
b. AGEC 424 and AGEC 425 are required for all students enrolled in the Rural Entrepreneurship Option.
Texas A&M University
Departmental Request for a Change in Course
Undergraduate • Graduate • Professional
• Submit original form and attachments •

Form Instructions

1. Course request type: [✓] Undergraduate  [ ] Graduate  [ ] First Professional (DDS, MD, JD, PharmD, DVM)

2. Request submitted by (Department or Program Name): Department of Agricultural Economics

3. Course prefix, number and complete title of course: AGEC 425 Rural Entrepreneurship II

4. Change requested
   a. Prerequisite(s): From: ___________________________ To: ___________________________
   b. Withdrawal (reason):
   c. Cross-list with: [Cross-listed courses require the signature of both department heads.]
   d. Change in course title and description. Enter complete current course title and current course description in item 9; enter proposed course title and proposed course description in item 10. Complete item 11a and 1b for a change in title.
   e. Change in course number, contact hours (lab & lecture), and semester credit hours. Complete item 11a and 1b. Attach a course syllabus.

5. Is this an existing core curriculum course? [ ] Yes  [✓] No

6. If grade type is changing for existing course, indicate the new grade type: [ ] Grade  [ ] S/U  [ ] P/F (CLAB)

7. If this course will be stacked, please indicate the course number of the stacked course: [✓] I verify that I have reviewed the FAQ for Export Control Basics for Distance Education (http://vpr.tamu.edu/resources/export-controls/export-controls-basics-for-distance-education).

9. Complete current course title and current catalog course description:
   Rural Entrepreneurship II
   Strategic planning regarding rural and metropolitan business ventures; emphasis on processes for developing comprehensive economic and financial prospectuses, including enterprise budgets, risk management planning, cash flow budgeting, net worth statements, income budgets, reconciliation statements, and shock analysis; mentoring exchanges with "real-world" entrepreneurs, financial experts, and other management personnel.

10. Complete proposed course title and proposed catalog course description (not to exceed 50 words):
    Agribusiness Entrepreneurship - Financial Analysis

11. a. As currently in course inventory:

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Course #</th>
<th>Title (excluding punctuation)</th>
</tr>
</thead>
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Approval recommended by:

C. Parr Rosson
Department Head or Program Chair (Type Name & Sign) Date
Department Head or Program Chair (Type Name & Sign) (If cross-listed course)

Submitted to Coordinating Board by:
Associate Director, Curricular Services

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra.williams@tamu.edu
Curricular Services – 08/14
SUPPORTING STATEMENT FOR CHANGES MADE 4a THRU 4d AND 10
AGEC 424 RURAL ENTREPRENEURSHIP I to AGEC 424 AGRIBUSINESS
ENTREPRENEURSHIP –
ECONOMIC ANALYSIS
AND
AGEC 425 RURAL ENTREPRENEURSHIP II to AGEC 425 AGRIBUSINESS
ENTREPRENEURSHIP –
FINANCIAL ANALYSIS
JULY 2015

Considering the following justifications, the changes I am proposing will help to communicate to
students, not only in the Department of Agricultural Economics, but also throughout the College
of Agriculture and Life Sciences, the availability of courses that will help them evaluate their
potential as an entrepreneur.

1. Diversity of the student population in the Agricultural Economics degree’s Finance
and Real Estate Option has increased substantially since the creation of these options in the 2004-2005 catalog, from
primarily rural interests to a combination of rural and urban/metropolitan interests,
2. The increase in entrepreneurial interest among students in other College of
Agriculture and Life Sciences majors,
3. Input from former students instrumental in both presenting “professor-for-a-day”
lectures and providing mentoring, counseling, and additional suggestions from
students that have completed AGEC 424 and/or AGEC 425 who are now engaged in
various businesses across the State of Texas, and
4. Students’ and employers’ recognition of the term Agribusiness over the previous
Rural term.

With the above justifications in mind, these changes will better serve the students both in the
Department of Agricultural Economics and in the College of Agriculture and Life Sciences. In
addition, I do not believe these changes will adversely affect my abilities to teach these courses
as a whole, nor infringe on other Texas A&M University course offerings.

M. Edward Rister, Professor and Associate Head
for the Department of Agricultural Economics,
Instructor for AGEC 424 and AGEC 425, and the
M. Edward Rister ’74 Chair in Rural Entrepreneurship

Date

NOTES:

a. AGEC 424 is required for all students enrolled in the Finance and Real Estate Option
b. AGEC 424 and AGEC 425 are required for all students enrolled in the Rural
Entrepreneurship Option.
Texas A&M University
Departmental Request for a Change in Course
Undergraduate + Graduate + Professional
* Submit original form and attachments *

Form Instructions
1. Course request type: ☒ Undergraduate ☐ Graduate ☐ First Professional (DOS, MD, JD, PharmD, DVM)
2. Request submitted by (Department or Program Name): Department of Electrical and Computer Engineering
3. Course prefix, number and complete title of course: ECEN 424 Fundamentals of Networking

4. Change requested
   a. Prerequisite(s): From: ___________________________ To: ___________________________
   b. Withdrawal (reason): ___________________________
   c. Cross-list with:

   Cross-listed courses require the signature of both department heads:

d. Change in course title and description. Enter complete current course title and current course description in item 9; enter proposed course title and proposed course description in item 10. Complete item 11a and b for a change in title.

e. Change in course number, contact hours (lab & lecture), and semester credit hours. Complete item 11a and b. Attach a course syllabus.

5. Is this an existing core curriculum course? ☐ Yes ☒ No
6. If grade type is changing for existing course, indicate the new grade type:
   ☐ Grade ☐ S/U ☐ P/F (CLMD)
7. If this course will be stacked, please indicate the course number of the stacked course:
   ☒ I verify that I have reviewed the FAQ for Export Control Basics for Distance Education (http://vpr.tamu.edu/resources/export-controls/export-controls-basics-for-distance-education).
8. Complete current course title and current catalog course description:

9. Complete proposed course title and proposed catalog course description (not to exceed 50 words):

10. Complete proposed course title and proposed catalog course description (not to exceed 50 words):

11. a. As currently in course inventory:

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Approval recommended by:

Aydin L. Karsilayan
Department Head or Program Chair (Type Name & Sign) Date

Chair, College Review Committee Date

Dean of College Date

Submitted to Coordinating Board by:

Associate Director, Curricular Services

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra.williams@tamu.edu.
Curricular Services – 08/14
Course title and number: ECEN 424 Fundamentals of Networking
Term (e.g., Fall 200X): Fall 2016
Meeting times and location: TBD

Course Description and Prerequisites
Foundations of computer networking; layered architecture of the Internet, analysis of protocols, new-age networks such as the Web and social networks; computer network programming and offline analysis of real network data. Prerequisite: Grade of C or better in ECEN 303 or STAT 211; junior or senior classification.

Learning Outcomes
At the end of this course the student should be able to model network systems and program applications that utilize computer networking protocols. The student should also be to analyze and describe the properties of networks in terms of their structure, formation and evolution. Algorithmically, the student should be aware of resource allocation, routing, flow control, reliability, and search.

Instructor Information
Name: Srinivas Shakkottai
Telephone number: (979) 458-0094
Email address: sshakkot@tamu.edu
Office hours: TBD
Office location: WEB 332-C

Textbook and/or Resource Material
Recommended texts:

Grading Policies
Quizzes (15%)
Machine Problems (15%)
Exam 1 (15%)
Exam 2 (20%)
Final Exam (25%)
Project (10%)

Grading scale (will be adjusted according to student performance distribution):
90-100 A, 80-89 B, 70-79 C, 60-69 D, below 59 F.
Attendance and Make-up Policies

Make-ups will be granted only for university-excused absences with proper documentation. Refer to student rule 7 at http://student-rules.tamu.edu/rule07 for all policies regarding excused absences.

Course Topics, Calendar of Activities, Major Assignment Dates

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<td>Physical Layer: Channel capacity, Nyquist condition</td>
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<td>Data Link Layer: parity, coding</td>
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<td>4</td>
<td>Data Link Layer: code construction</td>
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<td>MAC Sublayer: Stop and wait, sliding window</td>
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<td>6</td>
<td>MAC Sublayer: CSMA/802.11</td>
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<td>Markov chains and queueing: M/M/1 and M/M/c/c</td>
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<td>Network Layer: Routing Algorithms</td>
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<td>Network Layer: IP</td>
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<td>10</td>
<td>Transport Layer: Flow control</td>
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<td>Transport Layer: Congestion Control</td>
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<td>12</td>
<td>Graph theory and general networks</td>
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<td>Branching processes and random graphs</td>
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<td>14</td>
<td>Power laws and small worlds</td>
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<td>Project Due</td>
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Americans with Disabilities Act (ADA)

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please contact Disability Services, in Cain Hall, Room B118, or call 845-1637. For additional information visit http://disability.tamu.edu

Academic Integrity

For additional information please visit: http://aggiehonor.tamu.edu

"An Aggie does not lie, cheat, or steal, or tolerate those who do."
Texas A&M University
Departmental Request for a Change in Course
Undergraduate • Graduate • Professional
Submit original form and attachments •

Form Information:
1. Course request type: ☑ Undergraduate ☐ Graduate ☐ First Professional (MD, JD, PharmD, DVM)
2. Request submitted by (Department or Program Name): Department of Materials Science
3. Course prefix, number and complete title of course: MSEN 310, Structure of Materials

Attach a brief supporting statement for changes made to items 4 through 10 below.

4. Change requested: MSEN 201 or approval of instructor; junior or senior classification to:
   a. Prerequisite(s): From:
   b. Withdrawal (reason):
   c. Cross-list with:

   Cross-listed courses require the signature of both department heads.

   d. Change in course title and description. Enter complete current course title and current course description in item 9, enter proposed course title and proposed course description in item 10. Complete item 11a and b for a change in title.

   e. Change in course number, contact hours (lab & lecture), and semester credit hours. Complete item 11a and b. Attach a course syllabus.

5. Is this an existing core curriculum course? ☑ Yes ☐ No

6. If grade type is changing for existing course, indicate the new grade type: ☑ Grade ☑ S/U ☐ P/F (EOR)

7. If this course will be stacked, please indicate the course number of the stacked course: ☑ I verify that I have reviewed the FAQ for Export Control Basics for Distance Education (http://vpr.tamu.edu/resources/export-controls/export-controls-basics-for-distance-education)

8. Complete current course title and current catalog course description:

9. Complete proposed course title and proposed catalog course description:

10. Complete proposed course title and proposed catalog course description (not to exceed 50 words):

11. As currently in course inventory:

   Prefix   Course #   Title (excluding punctuation)
   MSEN     310       STRUCTURE OF MATERIALS

   Lect. Lab Other SCH CIP and Fund Code Admin Unit FICE Code Level
   3.00 0.00 3.00 4010010002 1864 0 0 3 6 3 2 3

   Prefix   Course #   Title (excluding punctuation)

   Lect. Lab Other SCH CIP and Fund Code Admin Unit Acad. Year FICE Code Level

   Approval recommended by:
   Dr. Ibrahim Karaman
   06/05/2015

   Department Head or Program Chair (Type Name & Sign) Date
   Chair, College Review Committee Date

   Department Head or Program Chair (Type Name & Sign) Date
   (If cross-listed course)
   Dean of College Date

   Submitted to Coordinating Board by:
   Chair, GC or UCC Date

   Effective Date

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra.williams@ctam.edu.
Curricular Services - 08/14
Supporting Statement for item 4a:

Upper-level MSEN course pre-requisites were changed to reflect similar instructional content in "Intro to Materials" Courses taught in different departments (e.g., MEEN 222, CVEN 306, CHEN 313...). This change will make it easier for students coming out of different majors to participate in the MSEN minor.
Texas A&M University
Departmental Request for a Change in Course
Undergraduate • Graduate • Professional
• Submit original form and attachments •

Form Instructions

1. Course request type: □ Undergraduate □ Graduate □ First Professional (DDS, MD, JD, PharmD, DVMA)
2. Request submitted by (Department or Program Name): Department of Materials Science
3. Course prefix, number and complete title of course: MSEN 410, Materials Processing

Attach a brief supporting statement for changes made to items 4a thru 4d and 9b below.

4. Change requested
   a. Prerequisite(s): From: junior or senior classification To: MSEN 201 or approval of instructor
   b. Withdrawal (reason):
   c. Cross-list with:

   Cross-listed courses require the signature of both department heads.

   d. Change in course title and description. Enter complete current course title and current course description in item 9; enter proposed course title and proposed course description in item 10. Complete item 11a and b for a change in title.

   e. Change in course number, contact hours (lab & lecture), and semester credit hours. Complete item 11a and b. Attach a course syllabus.

5. Is this an existing core curriculum course?
   □ Yes □ No

6. If grade type is changing for existing course, indicate the new grade type:
   □ Grade □ S/U □ P/F (CLMD)

7. If this course will be stacked, please indicate the course number of the stacked course:

   I verify that I have reviewed the FAQ for Export Controls Basics for Distance Education (http://vpr.tamu.edu/resources/export-controls/export-controls-basics-for-distance-education).

8. Complete current course title and current catalog course description:

10. Complete proposed course title and proposed catalog course description (not to exceed 50 words):

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b. Change to:

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Approval recommended by:
Dr. Ibrahim Karaman

Department Head or Program Chair (Type Name & Sign) Date

Dean of College

Submitted to Coordinating Board by:
Chair, GC or UCC

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra.williams@tamu.edu.
Curricular Services – 08/14
Supporting Statement for item 4a:

Upper-level MSEN course pre-requisites were changed to reflect similar instructional content in "Intro to Materials" Courses taught in different departments (e.g., MEEN 222, CVEN 306, CHEN 313...). This change will make it easier for students coming out of different majors to participate in the MSEN minor.
Texas A&M University
Departmental Request for a Change in Course
Undergraduate • Graduate • Professional
• Submit original form and attachments •

Form Instructions:
1. Course request type:
   - Undergraduate □ Graduate □ First Professional (M.D., D.D.S., M.P.H., Ph.D., D.V.M.)
2. Request submitted by (Department or Program Name):
   Department of Materials Science
3. Course prefix, number and complete title of course:
   MSEN 420, Polymer Science
4. Change requested:
   - Prerequisite(s) From: junior or senior classification To:
   - Withdrawal (reason):
   - Cross-list with:
     Cross-listed courses require the signature of both department heads.
   - Change in course title and description. Enter complete current course title and current course description in item 9; enter proposed course title and proposed course description in item 10. Complete item 11 a and b for a change in title.
   - Change in course number, contact hours (lab & lecture), and semester credit hours. Complete item 11 a and b. Attach a course syllabus.
5. Is this an existing core curriculum course?
   - Yes □ No □
6. If grade type is changing for existing course, indicate the new grade type:
   - Grade □ S/U □ P/F □ (CLMD)
7. If this course will be stacked, please indicate the course number of the stacked course:
   - I verify that I have reviewed the FAQ for Export Control Basics for Distance Education (http://vpr.tamu.edu/resources/export-controls/export-controls-basics-for-distance-education)
8. Complete current course title and current catalog course description:
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   | 4     |

   b. Change to:

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<th>FICE Code</th>
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   | Approval recommended by: Dr. Ibrahim Karakan |

   | Department Head or Program Chair (Type Name & Sign) Date |
   | Chair, College Review Committee Date |

   | Department Head or Program Chair (Type Name & Sign) Date |
   | (If cross-listed course) |

   | Chair, GC or UCC Date |

   | Submitted to Coordinating Board by: Associate Director, Curricular Services |

   Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra.williams@tamu.edu
Curricular Services – 08/14
Supporting Statement for item 4a:

Upper-level MSEN course pre-requisites were changed to reflect similar instructional content in “Intro to Materials” Courses taught in different departments (e.g., MEEN 222, CVEN 306, CHEN 313...). This change will make it easier for students coming out of different majors to participate in the MSEN minor.
Texas A&M University

Departmental Request for a Change in Course
Undergraduate • Graduate • Professional

Submit original form and attachments

Form Instructions:

1. Course request type: [ ] Undergraduate [ ] Graduate [ ] First Professional (DDS, MD, JD, PharmD, DVM)
2. Request submitted by (Department or Program Name): Department of Materials Science
3. Course prefix, number and complete title of course:
   MSEN 460, Electronic, Optical, and Magnetic Properties of Materials
4. Change requested:
   a. Prerequisite(s): From: junior or senior classification
   b. Withdrawal (reason): 
   c. Cross-list with: 
   d. Change in course title and description. Enter complete current course title and current course description in item 9, enter proposed course title and proposed course description in item 10. Complete item 11 a and b for a change in title.
   e. Change in course number, contact hours (lab & lecture), and semester credit hours. Complete item 11 a and b. Attach a course syllabus.
5. Is this an existing core curriculum course?
   [ ] Yes [ ] No
6. If grade type is changing for existing course, indicate the new grade type: [ ] Grade [ ] S/U [ ] P/F (CLMD)
7. If this course will be stacked, please indicate the course number of the stacked course:
   [ ] I verify that I have reviewed the FAQ for Export Control Basics for Distance Education (http://vpx.tamu.edu/resources/export-controls/export-controls-basics-for-distance-education).
8. Complete current course title and current catalog course description:

10. Complete proposed course title and proposed catalog course description (not to exceed 50 words):

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Approval recommended by:
Dr. Ibrahim Karaman

Department Head or Program Chair (Type Name & Sign) Date: 06/05/2015

Chair, College Review Committee Date:

Department Head or Program Chair (Type Name & Sign) Date:
(if cross-listed course)

Dean of College Date:

Submitted to Coordinating Board by:
Chair, GC or UCC Date:

Associate Director, Curricular Services Date:

Questions regarding this form should be directed to Sandra Williams at 845-8201 or san@tamu.edu.
Curricular Services – 08/14
Supporting Statement for item 4a:

Upper-level MSEN course pre-requisites were changed to reflect similar instructional content in “Intro to Materials” Courses taught in different departments (e.g., MEEN 222, CVEN 306, CHEN 313...). This change will make it easier for students coming out of different majors to participate in the MSEN minor.
Texas A&M University
Departmental Request for a Change in Course
Undergraduate • Graduate • Professional
• Submit original form and attachments •

Form Instructions
1. Request submitted by (Department or Program Name): Petroleum Engineering
2. Course prefix, number and complete title of course: PETE 335 Technical Presentations I

3. Change requested
   a. Prerequisite(s): From: ____________________________ To: ____________________________
   b. Withdrawal (reason): ____________________________
   c. Cross-list with: ____________________________

   Cross-listed courses require the signature of both department heads.
   d. Change in course title and description. Enter complete current course title and current course description in item 5; enter proposed course title and proposed course description in item 6. Complete item 7 for change in title.

   e. Change in course number, contact hours (lab & lecture), and semester credit hours. Complete item 7. Attach a course syllabus.

4. For informational purposes only, please indicate course number if this course will be stacked: ____________________________

5. Complete current course title and current catalog course description:
   PETE 335 Technical Presentations I (1-0) Credit 1
   Catalog course description:
   Preparation of a written technical paper proposal on a subject related to petroleum technology and an oral presentation of the proposal in a formal technical conference format; oral presentations are judged by petroleum industry professionals at the departmental student paper contest held during the same academic year.

6. Complete proposed course title and proposed catalog course description (not to exceed 50 words):
   PETE 335 Technical Presentations I (1-0) Credit 1
   Catalog course description:
   Preparation of a written technical paper proposal on a subject related to petroleum technology and an oral presentation of the proposal in a formal technical conference format.

7. a. As currently in course inventory:

<table>
<thead>
<tr>
<th>Prefix</th>
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</tr>
</thead>
<tbody>
<tr>
<td>PETE</td>
<td>335</td>
<td>TECH PRESENTATIONS I</td>
</tr>
</tbody>
</table>

   Lect. Lab SCH CIP and Fund Code Admin. Unit FICE Code Level
   0 1 0 0 0 1 1 4 2 5 0 1 0 0 0 6 2 2 1 0 0 3 6 3 2 3

   b. Change to:

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</tr>
</thead>
</table>

   | Lect. Lab SCH CIP and Fund Code Admin. Unit FICE Code Level
   | 0 0 3 6 3 2 |

   Approval recommended by:
   A.D. Hill
   Date: 4/9/15

   Chair, College Review Committee
   Date: 5/24/15

   Department Head or Program Chair (Type Name & Sign)
   Date: 6/2/15

   Department Head or Program Chair (Type Name & Sign) (if cross-listed course)
   Date: 6/2/15

   Dean of College
   Date: 6/2/15

   Chair, GC or UCC
   Date: 6/2/15

   Submitted to Coordinating Board by:
   Associate Director, Curricular Services
   Date: 6/2/15

   Effective Date: 6/30/2015

   Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra.williams@tamu.edu

Curricular Services – 02/11
### PETE COURSE CHANGE REQUESTS- FALL 2016

<table>
<thead>
<tr>
<th>Course No.</th>
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<th>Rationale</th>
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<td>PETE 355</td>
<td>Addition of CVEN 305 as prerequisite.</td>
<td>Stress/strain relationships in solids as studied in CVEN 305 are directly related to drilling engineering (burst, collapse, buckling, Moore’s diagram for fracturing).</td>
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</tbody>
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Texas A&M University
Departmental Request for a Change in Course
Undergraduate • Graduate • Professional

Submit original form and attachments

Form Instructions:
1. Course request type: ☑ Undergraduate   □ Graduate   □ First Professional (DDS, MD, JD, PharmD, DVM)
2. Request submitted by (Department or Program Name): Harold Vance Department of Petroleum Engineering
3. Course prefix, number and complete title of course: PETE 355-Drilling Engineering
   Attach a brief supporting statement for changes made to items 4a thru 4d, and 10 below.
4. Change requested
   a. Prerequisite(s): From: PETE 225, PETE 314, Corequisites: PETE 321, PETE 325
   b. Withdrawal (reason):
   c. Cross-list with:
   Cross-listed courses require the signature of both department heads.
   d. Change in course title and description. Enter complete current course title and current course description in item 9; enter proposed course title and proposed course description in item 10. Complete item 11a and b for a change in title.
   e. Change in course number, contact hours (lab & lecture), and semester credit hours. Enter proposed course title and proposed course description in item 10, complete item 11a and b for a change in title.
5. Is this an existing core curriculum course? Yes No
6. If grade type is changing for existing course, indicate the new grade type: Grade S/U P/F (CLMD)
7. If this course will be stacked, please indicate the course number of the stacked course:
   I verify that I have reviewed the FAQ for Expert Control Basics for Distance Education (http://vpr.tamu.edu/resources/export-controls/export-control-basics-for-distance-education)
8. Complete current course title and current catalog course description:
9. Complete proposed course title and proposed catalog course description (not to exceed 50 words):
10. As currently in course inventory:
   Prefix
   COURSE #
   Title (excluding punctuation)
   PETE
   355
   DRILLING ENGINEERING
   Lect. 0.00 0.00 0.00 3.00 1425010006 2210 0 0 3 6 3 2 3
   b. Change to:
   Prefix
   COURSE #
   Title (excluding punctuation)
   Lect. 0.00 0.00 0.00 3.00 1425010006 2210 0 0 3 6 3 2 3
   Approval recommended by:
   A. D. Hill
   Department Head or Program Chair (Type Name & Sign) Date
   Department Head or Program Chair (Type Name & Sign) Date
   Department Head or Program Chair (Type Name & Sign) Date
   Chair, College Review Committee Date
   Chair, GC or UCC Date
   Submitted to Coordinating Board by:
   Associate Director, Curricular Services Date
   Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra.williams@tamu.edu
   Curricular Services – 08/14
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Texas A&M University
Departmental Request for a Change in Course
Undergraduate • Graduate • Professional
Submit original form and attachments •

1. Request submitted by (Department or Program Name): Petroleum Engineering
2. Course prefix, number and complete title of course: PETE 435 Technical Presentations II
3. Change requested
   a. Prerequisite(s): From: ___________________________ To: ___________________________
   b. Withdrawal (reason): ______________________________________________________________________
   c. Cross-list with: ____________________________________________________________________________
   d. Change in course title and description. Enter complete current course title and current course description in item 5; enter proposed course title and proposed course description in item 6. Complete item 7 for change in title.
   e. Change in course number, contact hours (lab & lecture), and semester credit hours. Complete item 7. Attach a course syllabus.
4. For informational purposes only, please indicate course number if this course will be stacked:

5. Complete current course title and current catalog course description:
   PETE 435 Technical Presentations II (1-0) Credit 1
   Preparation of a written technical paper on a subject related to petroleum technology and an oral presentation of the paper in a formal technical conference format; oral presentations are judged by petroleum industry professionals at the departmental student paper contest held during the same academic year.

6. Complete proposed course title and proposed catalog course description (not to exceed 50 words):
   PETE 435 Technical Presentations II (1-0) Credit 1
   Preparation of a written technical paper on a subject related to petroleum technology and an oral presentation of the paper in a formal technical conference format.

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</table>

7. a. As currently in course inventory:

   b. Change to:

   Approval recommended by:
   A.D. Hill 9/1/15
   Chair, College Review Committee
   Dean of College
   Chair, GC or UCC

Submitted to Coordinating Board by:
Associate Director, Curricular Services

Questions regarding this form should be directed to Sandra Williams at 845-8120 or sandra.williams@tamu.edu
Curricular Services – 02/11
# PETE COURSE CHANGE REQUESTS - FALL 2016

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Texas A&M University
Departmental Request for a Change in Course
Undergraduate + Graduate + Professional
Submit original form and attachments

Form Instructions:
1. Course request type: ☑ Undergraduate ☐ Graduate ☐ First Professional (M.S.; A.B.; A.B. Honors; J.D.; M.D.)
2. Request submitted by (Department or Program Name): Public Health Studies
3. Course prefix, number and complete title of course: PHLT 301 Orientation to Public Health

Attach a brief supporting statement for changes made to items 1a thru 4d and 10 below.

4. Change requested:
   a. Prerequisite(s): From: _________ To: _________
   b. Withdrawal (reason):
   c. Cross-list with: [Cross-listed courses require the signature of both department heads.]
   d. Change in course title and description. Enter complete current course title and current course description in item 9, enter proposed course title and proposed course description in item 10. Complete item 11a and b for a change in title.
   e. Change in course number, contact hours (lab & lecture), and semester credit hours. Complete item 11a and b. Attach a course syllabus.
   f. Is this an existing core curriculum course? ☐ Yes ☑ No
   g. If grade type is changing for existing course, indicate the new grade type: ☑ Grade S/U ☐ P/F (CLMD)
   h. If this course will be stacked, please indicate the course number of the stacked course: ☐ I verify that I have reviewed the FAQ for Export Control Basics for Distance Education (http://vpr.tamu.edu/resources/export-controls/export-control-basics-for-distance-education).
   i. Complete current course title and current catalog course description:

10. Complete proposed course title and proposed catalog course description (not to exceed 50 words):

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<th>Lab</th>
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<th>SCH</th>
<th>CIP and Fund Code</th>
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<th>Acad. Year</th>
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<tr>
<td>PHLT</td>
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<td>2414</td>
<td>15 - 16</td>
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<td></td>
</tr>
</tbody>
</table>

Approval recommended by: [Signature]

Department Head or Program Chair (Type Name & Sign) Date: 5-25-15

Dean of College Date: 6-7-15

Submitted to Coordinating Board by: [Name]

Date: [Date]

Associate Director, Curricular Services

Questions regarding this form should be directed to Sandra Williams at 845-8301 or sandra.williams@tamu.edu

Curricular Services - 08/14

RECEIVED JUN 15 2015 CURRICULAR SERVICES
Instructor Information

Course title and number
PHLT 201 Orientation to Public Health

Term
Fall 2015

Meeting times and location
TBD

Instructor Name(s)

Teaching Assistant(s)

Telephone number

Email address

Office hours

Office location

Course Description

This 1-credit course is designed mainly to help students to become familiar with public health, including aspects such as different disciplines within the profession and local, national and international agencies that have interest in public health, and public health code of ethics. The course consists mainly of attending seminars and lectures specific to public health themes.

Prerequisites

Public Health major; junior or senior classification; or approval of instructor

Learning Outcomes and Course Objectives

By completing the class assignments, through participation and by completing the readings, the student will be able to:

<table>
<thead>
<tr>
<th>BSPH Learning Outcomes</th>
<th>Course Objectives</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recognize major public health issues for populations on a social, community, and global scale</td>
<td>Describe risk factors and modes of transmission for infectious and chronic diseases and how these diseases affect both personal and population health. List the leading causes of mortality, morbidity, and health disparities among local, regional, and global populations</td>
</tr>
<tr>
<td>Describe multidisciplinary and ecological public health issues and concerns</td>
<td>Identify the multiple determinants of health. Mention key events associated with the history of public health that could influence current public health issues</td>
</tr>
<tr>
<td>Discuss lifestyle behaviors that promote individual and population health and well-being</td>
<td>Describe risk factors and modes of transmission for infectious and chronic diseases and how these diseases affect both personal and population health. Demonstrate increase in knowledge and skills for addressing lifestyle behavior</td>
</tr>
<tr>
<td>9</td>
<td>Worksite Interventions to Reduce Injuries</td>
</tr>
<tr>
<td>---</td>
<td>----------------------------------------</td>
</tr>
<tr>
<td>10</td>
<td>Health Policy and Management, and Public Health</td>
</tr>
<tr>
<td>11</td>
<td>Enforcing Laws and Regulations to Protect the Health of the Public</td>
</tr>
<tr>
<td>12</td>
<td>Epidemiology and Biostatistics, and Public Health</td>
</tr>
<tr>
<td>13</td>
<td>Investigating Disease Outbreaks</td>
</tr>
<tr>
<td>14</td>
<td>Actors in Public Health: Local, National, and Global Stakeholders</td>
</tr>
<tr>
<td>15</td>
<td>Final Examination</td>
</tr>
</tbody>
</table>

### Grading Policies

The graded assignments and the percentages of your grade they will constitute are the following:  
- Quizzes (4) 60%  
- Participation 10%  
- Final Examination 30%

The grading scale will be as follows:  
- 90-100% = A  
- 80-89% = B  
- 70-79% = C  
- 60-69% = D  
- 0-59% = F

Final grading in this course will be Satisfactory/Unsatisfactory. To receive a grade of Satisfactory, you will need at least overall 70%.

### Assignment Instructions:

I. **Quizzes.** Four quizzes will be typically given during the semester on previous reading assignments and class presentations. Reading assigned chapters or papers and lecture are an important part of this course. Thus, quizzes on the readings comprise 60% of the final course grade. Quizzes will usually occur at the beginning of class and will be closed book, closed notes for lessons taught earlier. Students who arrive late to class and miss a quiz will earn a 0 for the missed quiz unless they provide university excused absence. Make-up for university-excused absence is discussed below.

II. **Participation:** Attendance will be used to award grades for participation. Make-up for university-excused absence is discussed below. Students will have points deduction if found to be engaging in activities that may be disruptive to their own learning or that of others, including talking on the phone during class hours or using social media to chat during class hours.

III. **Final Examination.** This will either be a take-home examination or in-class examination.
Other Pertinent Course Information

Blackboard (Bb Statement)

If this course uses Blackboard (Bb): Within the course Blackboard site you will access the learning materials, tutorials, and syllabus; discuss issues; submit assignments; take quizzes; email other students and the instructor; participate in online activities; and display your projects.

In order to access the course material you will need to go to https://tamhsc.blackboard.com or look for Quick Links on the bottom of the School's homepage. Please do not contact your instructor with technical problems. If you are having a technical problem with the course, review the Blackboard Learn Tutorials (at the top-right of School’s Office of Academic Assessment and Instructional Technology website). Please note that the Blackboard emails and the SPH emails are the same. If you continue to have trouble accessing the course web site please contact John Lingsweiler in the School’s Office of Academic Assessment and Instructional Technology. John may be reached at (979) 458-3032 or at lingsweiler@tamhsc.edu. You will need to possess the required computing technology to be successful in an online course. All computing problems or other technical issues can be routed to the TAMHSC Help Desk at heldesk@tamhsc.edu via E-mail, or phoned to 979-862-8029 or 1-800-799-7472 Important!!! Save your work as you go along. Nothing is more discouraging than to lose an assignment due to a computer hang ups! You may want to also make hard copies of your work to have “proof” and save yourself time and trouble!

Plagiarism Virtual Course

Plagiarism is the leading form of academic dishonesty that the School of Public Health has to address. As a SPH student, you are responsible for knowing what plagiarism is and how to avoid it. All SPH students are automatically enrolled in Plagiarism Virtual Course on Blackboard E-Learning. This virtual course provides you with information and examples related to plagiarism in an effort to reduce the number of reported incidents. Please find a tutorial and resources under “Content.” In addition, please find TurnitIn, a software package that allows you to check whether you may have plagiarized your document. Please see Phuong Huynh: phuong@SPH.tamhsc.edu for additional information.

End of Course Evaluation

Constructive feedback from students on course evaluations is taken very seriously at the School of Public Health. I am asking for your assistance in helping the School in its assessment of courses and faculty through your participation in the evaluation of your courses. As public health professionals you will one day have the responsibility to evaluate colleagues and health initiatives. The School views providing feedback on the School’s courses as part of your professional responsibility.

SPH Mission

Our mission is to create and apply knowledge acquired from the disciplines of public health to the education of public health leaders and practitioners through our research, practice, and service in the state of Texas, nationally, and globally.

Americans with Disabilities Act (ADA)

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please contact Disability Services, in Cain Hall, Room B118, or call 845-1637. For additional information visit http://disability.tamu.edu
The University encourages students to immediately consult with or report incidents of sex discrimination, sexual harassment (including sexual violence) or sexual misconduct to the TAMHSC Title IX Coordinator. Students may also report incidents of sex discrimination, sexual harassment (including sexual violence) or sexual misconduct to any School of Public Health administrator, university administrator, official or unit supervisor, who is then responsible for promptly notifying any of the above Title IX coordinators of the reported incident.
Texas A&M University
Departmental Request for a Change in Course
Undergraduate • Graduate • Professional
- Submit original form and attachments -

Form Instructions
1. Course request type:  
   - Undergraduate [✓]  
   - Graduate [ ]  
   - First Professional (DDS, MD, JD, PharmD, DVM) [ ]
2. Request submitted by (Department or Program Name):  
   Recreation, Park and Tourism Sciences
3. Course prefix, number and complete title of course:  
   RPTS 474 Administration of Programs and Services for Youth
4. Change requested
   a. Prerequisite(s): From: ___________________________ To: ___________________________
   b. Withdrawal (reason): __________________________________________________________________
   c. Cross-list with:  
      Cross-listed courses require the signature of both department heads.
   d. Change in course title and description. Enter complete current course title and current course description in item 9; enter proposed course title and proposed course description in item 10. Complete item 11a and b for a change in title.
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   - Yes [ ]  
   - No [ ]
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   - S/U [ ]  
   - P/F (CLMD) [ ]
7. If this course will be stacked, please indicate the course number of the stacked course:  
   ______________________________________________________________________
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<td>MGMT PROG SERV FOR YOUTH</td>
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Approval recommended by:

Gary D. Ellis, PhD

Department Head or Program Chair (Type Name & Sign)  Date  6/1/15

Chair, College Review Committee

Department Head or Program Chair (Type Name & Sign)  Date  7/6/15

Dean of College

Submit to Coordinating Board by:

Associate Director, Curricular Services

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra.williams@tamu.edu

Curricular Services - 08/14
Texas A&M University  
RPTS 474W: Management of Programs and Services for Youth  
FALL 2016

Instructor: Dr. Jill Martz  
E-mail: jill.martz@ag.tamu.edu  
Phone: 979 - 862-8819  
Office: 432 AGLS  
Office Hours: by appointment  
1:00 – 2:30 T, Th  
Office Hours: TBA  
TA: TBA  
Meeting Times & Location: TBA

---

**COURSE OVERVIEW and INTRODUCTION**

**Course Purpose:**
The realities of the environment in which today's youth serving agencies operate require successful youth development professionals to understand the practical administrative aspects of their organizations. The purpose of this course is to provide students with an understanding of basic principles and strategies for managing and leading youth agencies and organizations.

**Course Description:**
This course will focus on the organizational behavior, administration, and management of public, non-profit, and for profit or commercial youth programs and agencies. This course is designed to examine the foundations of management and organizational behavior in the context of youth organizations. Topics will include: organizational culture; strategic planning; capacity building; evaluation; marketing and communication; human resource management; financial resource development; and budgeting and fiscal management. We will also look at key contemporary issues facing the youth development field. While we will spend some time covering basic management concepts, this course is designed to be a step beyond a basic management/supervision course (i.e., RPTS 304).

**Prerequisites:** RPTS 304, 370 and 371; Junior or Senior Classification

**Course Outcomes:**
- Identify the operational effects of the culture and environment on youth serving organizations;
- Identify approaches to the organizational structure of youth serving organizations and how they influence effectiveness;
- Demonstrate an understanding of the challenges and opportunities associated with stakeholder management, including working with boards and advisory groups;
- Assess the strategic planning processes used in youth development organizations;
- Recognize and differentiate the relationships between values, vision, and mission statements and their roles in organizational stewardship;
- Identify the concept of organizational capacity and capacity building in youth serving organizations, including initiating, developing, and sustaining partnerships;
- Articulate the rationale for and processes used in organizational and program evaluation;
- Demonstrate an understanding of the role of marketing and public relations in youth serving organizations;
- Describe principles, processes, and techniques used in selecting, organizing, motivating, disciplining, and evaluating personnel to meet the objectives of the organization;
- Identify sources of revenue and methods of acquiring financing to support youth programs;
- Develop budget processes and financial analysis methods used in youth serving organizations;
- Identify and articulate key contemporary issues facing youth serving organizations;
- Demonstrate effective written communication skills;
- Develop a broad understanding of the skills and competencies needed to successfully manage and lead effective youth organizations.
Module Outline:
Each module is outlined below. Outlines include “learning objectives” and “module content.” Students are responsible for reviewing all materials and completing all course work on time.

Method of Instruction:
All course materials will be provided on the eCampus website. http://ecampus.tamu.edu/
- Technical Help for eCampus can be found:
  - Help Desk: http://helpdesk.tamu.edu/ (979-845-8300)
  - eCampus Help Site: http://ecampus.tamu.edu/student-help.php

A variety of methods will be used to meet the needs of different learning styles and enable students to learn the course content. Learning style background and information can be found by visiting the following: http://www.literacyworks.org/mi/assessment/findyourstrengths.html

Software & Technical Skills:
- Students will need access to the internet and eCampus to download and review course materials.
- All assignments will be submitted online. Students will need to be able to upload and download files (Images, Adobe PDFs, MS Word Documents, and MS PowerPoints).

Required Texts and Readings
- Selected reading from academic journals and other sources available through eCampus

STUDENT RESPONSIBILITY, UNIVERSITY & CLASSROOM INFORMATION

- Student-Instructor Communication:
  - Office visits: I am available to meet with you and encourage you to set up a meeting (in person or by phone). I recommend that you try to schedule an appointment ahead of time as I have offices in two locations. If you have any questions, ideas you wish to explore, problems related to the class, or just need to talk, please contact me.
  - In most cases, office visits are more helpful before a “crisis” than after.
  - Emails: Emails sent Sunday-Thursday will be answered within 24 hours. Emails sent Friday-Saturday will be answered on Monday.
  - Grading: Assignments will generally be graded by the Friday following the deadline. Due to work related travel, there may be an occasional exception.
  - Announcements: Check the link to this class regularly on eCampus. If changes are made to the syllabus/schedule or there are delays in grading, you will be notified on this site.
  - Attendance: This class is designed to provide opportunities for analyzing situations and learning diverse points of view. Therefore, lecture attendance is important and expected. Each week of class will have 2 required lectures with 5 points per lecture awarded for attendance. With the approval of the instructor, missed class practicum discussions/lecture attendance points can be made up by completing the assignment in writing and turning it in within a week of the missed class. Student rule 7 provides guidelines for documenting University-excused absences (http://student-rules.tamu.edu/rule07). When possible, arrange for make-up work prior to an absence.
• **Assignments** Students must submit written assignments on or before due dates. Late submission of assignments will be reflected in grading. Exceptions will be made only if arrangements have been made prior to the deadline, or documentation for a University-excused absence is submitted. As an intensive writing course, special emphasis will be put on presenting thoughts in a professional manner and providing student feedback.

• **Papers must be:** typed (12 point font and double-spaced) with the use of proper grammar and formal English composition. Points will be subtracted for inaccurate or informal written language.

• **Review your work,** use spell check and a dictionary or thesaurus as needed. Please follow the American Psychological Association, APA, 6th edition, publication manual for references.

• **Diversity** is the strength of our society. In this class, I ask that you maintain an open mind to the differences around you, and I encourage you to respect those differences. Points of view may and should be argued but each speaker/writer is to be respected. I encourage you to acknowledge your diversities by actively engaging with one another. It is especially important that you are tolerant of other students, whose opinions differ from your own, while debating the opinions and remaining respectful of the individuals who hold them.

• **The Americans with Disabilities Act (ADA)** is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. I want you to be successful and receive appropriate accommodations but your needs must be articulated by you early in the semester. If you believe you have a disability requiring an accommodation, please contact Disabilities Services in Cain Hall or call 845-1637. [http://disability.tamu.edu/](http://disability.tamu.edu/)

  E-Campus (TAMU) Accessibility Statement: [http://vpapit.tamu.edu/Accessibility_Statement.php](http://vpapit.tamu.edu/Accessibility_Statement.php)

  TAMU Accountability Statement: [https://accountability.tamu.edu/content/accessibility-statement](https://accountability.tamu.edu/content/accessibility-statement)

• **AGGIE HONOR CODE** - “An Aggie does not lie, cheat, or steal or tolerate those who do.” Upon accepting admission to Texas A&M University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor System. Students will be required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the TAMU community from the requirements or the processes of the Honor System. For additional information please visit: [http://www.tamu.edu/aggiehonor/](http://www.tamu.edu/aggiehonor/)

• **Writing Center** - provides one-to-one consultations on writing or public speaking with a College Reading and Learning Association certified consultant. Two types of consultations are available: online or in-person. Locations: Evans Library or West Campus Library locations or call the Write Line at (979) 845-2160. [http://writingcenter.tamu.edu/](http://writingcenter.tamu.edu/)

• **Student Learning Center (Peer Academic Services)** - provides academic support free of charge to all TAMU students. They offer Supplemental Instruction (SI), tutoring, transfer student services and Independent Study Labs (ISL) for developmental education students. PAS provides training for SI leaders, tutors and peer mentors. [http://slc.tamu.edu](http://slc.tamu.edu)
GRADING

The course is organized in modules with various assignments for each module. When evaluating, I will look for clarity, quality, completeness and demonstrated professionalism in your work. The following point system and evaluation criteria will be used to determine grades.

<table>
<thead>
<tr>
<th>Participation/Assignments (Total points = 560)</th>
<th>Evaluation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attendance/Participation 15 wks @10 = 150</td>
<td>Each module will have an end of module activity that corresponds with the site visit, lecture and/or reading for that topic. Activities will vary from module to module.</td>
</tr>
<tr>
<td>End of Module Assignments 11 @10 = 110</td>
<td>It is important for students to: 1) address the assignment in detail, 2) use at least one reference from the readings to back up an opinion or assessment (i.e. the textbook or other readings).</td>
</tr>
<tr>
<td>OA Part 1 = 50</td>
<td></td>
</tr>
<tr>
<td>OA Part 2 = 50</td>
<td></td>
</tr>
<tr>
<td>OA Final Analysis = 50</td>
<td></td>
</tr>
<tr>
<td>Grant Project = 100</td>
<td></td>
</tr>
<tr>
<td>Final Reflection = 50</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Percentage of Points</th>
<th>Letter Grade</th>
<th>Evaluation</th>
</tr>
</thead>
<tbody>
<tr>
<td>90-100% (504 + points)</td>
<td>A</td>
<td>Assignments must be virtually free from errors in writing, word usage, and sentence structure. The paper will be distinguished by clear and logical thinking and will include evidence of advanced critical thinking skills.</td>
</tr>
<tr>
<td>80-89% (448-503 points)</td>
<td>B</td>
<td>Assignments will be organized and written well although there may be writing errors and a partial lack of focus. The paper will demonstrate a good understanding and application of the topic but may not be as clear or logical as an A submission.</td>
</tr>
<tr>
<td>70-79% (392-447 points)</td>
<td>C</td>
<td>Assignments in this grade category will show serious difficulty in managing completion of the assignment, weakness in analytical thinking, and/or writing errors that interfere with readability. The paper will illustrate a basic understanding of the topic.</td>
</tr>
<tr>
<td>60-69% (336-391 points)</td>
<td>D</td>
<td>Assignments in this category will fail to meet the major requirements of the assignment, including tasks or questions that are ignored, misconstrued or redefined to accommodate what the students’ wants or is able to say. Work at this level will include: little or no development of ideas, no clear progression from one section to the next, numerous spelling and grammatical errors, all which give the impression of inferior writing though indications of the students attempt to understand the assignment will be present.</td>
</tr>
<tr>
<td>Less than 60% (335 or fewer points)</td>
<td>F</td>
<td>Assignments in this category will fail to meet minimal standards of acceptability and competence and will illustrate little or no understanding of the topic and/or basic writing skills.</td>
</tr>
</tbody>
</table>

*For Specific Assignment Due Dates – See this Syllabus and the Course Matrix located on eCampus.

*Students must submit written assignments on or before due dates Late assignments will be reflected in the grade. Exceptions will be made only if arrangements have been made in conversation with me prior to the deadline.

*Please note the calendar (& syllabus) are subject to changes. Any changes to the Syllabus will be announced on the eCampus website or by email.
COURSE SCHEDULE

Lectures/Practicum

Attendance at all lectures and practicums is an expectation for this course with points toward final grades earned for attendance. Failure to attend class and participate in discussions and classroom activities will be reflected in points earned. Total per each week of class = 10 points.

<table>
<thead>
<tr>
<th>Week, Module</th>
<th>Focus/Assignment</th>
<th>Attendance/Assignments Due – Sunday @ 11:55 unless otherwise noted</th>
</tr>
</thead>
<tbody>
<tr>
<td>1, Module 1</td>
<td>Course Syllabus, Outline and Overview</td>
<td>EOM</td>
</tr>
<tr>
<td>2, Module 2</td>
<td>Youth Organizations, Branding</td>
<td>EOM, OA Name due Week 2</td>
</tr>
<tr>
<td>4, Module 4</td>
<td>Leadership and Management Personality Assessment</td>
<td>EOM</td>
</tr>
<tr>
<td>5, Module 5</td>
<td>Stakeholder, Partner, Board Relationships</td>
<td>EOM</td>
</tr>
<tr>
<td>6, Module 6</td>
<td>Assessing Capacity Part 2 Strategy/Human Resources</td>
<td>OA Part 2 due Week 6 McKinsey-Strategy/Human Resources</td>
</tr>
<tr>
<td>7, Module 7</td>
<td>Program Planning - Logic Models</td>
<td>EOM</td>
</tr>
<tr>
<td>8, Module 8</td>
<td>Program Outcome Evaluation - Strategies</td>
<td>EOM</td>
</tr>
<tr>
<td>10, Module 10</td>
<td>Funding and Grant Writing</td>
<td>EOM</td>
</tr>
<tr>
<td>11, Module 11</td>
<td>Budgeting and Finance</td>
<td>EOM</td>
</tr>
<tr>
<td>12, Module 12</td>
<td>Human Resources – Hiring</td>
<td>EOM</td>
</tr>
<tr>
<td>13, Module 13</td>
<td>Performance Appraisals/Motivation</td>
<td>EOM</td>
</tr>
<tr>
<td>14, Module 14</td>
<td>Crisis and Risk Management</td>
<td>EOM</td>
</tr>
<tr>
<td>15, Module 15</td>
<td>Innovations and Wrap-Up</td>
<td>Grant Project due Week 15 10,100</td>
</tr>
<tr>
<td>Study - Exams</td>
<td>Summary, Reflection</td>
<td>Reflection due 1st Day of Finals 50</td>
</tr>
</tbody>
</table>

INDIVIDUAL MODULES OUTLINE

Module 1: Introduction - Course Syllabus, Outline and Overview

Upon completing this module students will be able to:
- Identify course expectations, requirements and goals
- Identify writing expectations for the course

Lectures
Welcome and Course Introduction - slides

Readings
- APA Citation Guidelines,
- JYD pgs. 7-19,
- NRC Executive Summary
- Writing Well - slides

Lab Practicum:
Personal Competency Assessment from HBM Table 1.3 Pgs. 9 & 10
YD Organization Personal Assessment

End of Module Assessment:
Find a youth serving organization that you are not familiar with and describe them in 300 words. Include your method of finding them, their branding message and their vision, mission, values and goals in your description.
### Module 2: Youth Development Organizations, Branding

Upon completing this module students will be able to:
- Construct elements of youth organizations and their environments
- Explain how program elements help reach organizational goals
- Explain the importance of organizational-level practices and provide examples related to youth development
- Summarize ways in which a youth-serving agency (at the organizational level) can help ensure its programs remain consistent with the framework for positive youth development.

**Lecture**
- Youth Development Organizations - slides

**Readings**
- NRC Executive Summary, Ch. 5 & 10
- Robolt, Balzerman, Rana & Korum (2013)
- Roth & Gunn (2003)
- Essential Elements of Youth Development
- JYD - Voluntary Youth Serving Orgs. Pgs. 139 – 154

**Lab Practicum**
- Youth Agency Environments
- YD and Org. Practices

**End of Module Assessment**
Which of the 11 recommendations in the NRC Executive Summary (beginning on page 8 and available through the TAMU libraries) do you consider most salient 12 years after publication? Why?
Name of local Organizational
Organizational Analysis proposed site due by email to instructor and approved

### Module 3: Assessing Capacity Part 1 - Aspirations

Upon completing this module students will be able to:
- Identify and analyze aspects of organizational capacity and their importance to youth development organizations.
- Assess the capacity of vision, mission, value and goal statements for a specific youth development organization
- Identify elements of high capacity and their importance
- Outline effective strategies directors can implement in organizations to produce positive cultural changes

**Lecture**
- Building Capacity - slides
- Review of McKinsey Assessment Tool

**Readings**
- Devita & Fleming (2001)
- McKinsey Capacity Assessment Tool and Grid.

**Lab Practicum**
- Culture Change
- Building Capacity

**Assignment/Lecture**
- Building Capacity - slides
- Review of McKinsey Assessment Tool

**Readings**
- Devita & Fleming (2001)
- McKinsey Capacity Assessment Tool and Grid.

**Lab Practicum**
- Culture Change
- Building Capacity

**Individual Assignment**
OA – Part 1: Aspirations – Describe your youth serving organization. Use the McKinsey capacity assessment tool to analyze the strength of their mission, vision and goals
**Module 4: Leadership and Management**

Upon completing this module students will be able to:
- Identify temperaments and personality traits of self and others
- Identify attributes of a successful CEO
- Recognize and articulate organizational values
- Develop goals based or organizational values as well as mission and vision statements

**Lecture**
Leadership and Management - slides

**Readings**
- HBM – Ch. 1 & 2
- Balsar & Carmin (2009)
- Block & Rosenberg (2002)

**Lab Practicum**
Leadership and Management discussion based on analysis of TED Talks

**End of Module Assessment**
Identify and summarize 3 leadership videos on TED Talks and list 3 or more key points from each. Which one do you feel is most relevant to leadership in the field of youth development?

**Module 5: Stakeholder, Partner, Board Relationships**

Upon completing this module students will be able to:
- Identify the challenges and benefits of engaging with diverse stakeholder groups
- Distinguish the difference between stakeholders and partners
- Articulate best practices to effectively engage with stakeholders to enhance organizational processes
- Distinguish between different types and structures of partnerships
- Synthesize how to overcome barriers to ensure that partnerships with other organizations are successful
- Identify common issues regarding stakeholder engagement and discuss strategies for improvement
- Identify and differentiate management and leadership behaviors when working with boards

**Lecture**
Challenges and Opportunities: Engaging Stakeholders and Partners - slides

**Readings**
- HBM Ch. 6

**Lab Practicum**
Partnerships
Stakeholders

**End of Module Assessment**
Partnerships and Stakeholders
Module 6: Strategic Planning

Upon completing this module students will be able to:
- Identify challenges associated with the strategic planning process
- Synthesize the Strengths, Weaknesses, Opportunities, and Threats (SWOT) approach for strategic planning for youth organizations
- Utilize the SWOT approach and analyze its relationship to a youth organization's mission and strategic planning
- Construct an example of how to put strategic planning into action
- Analyze the Strategy or Human Resources capacity or a youth serving organization

Lecture
- Strategic Planning in Youth Organizations - slides
- SWOT Analysis

Readings
- HBM Ch. 7

Lab Practicum
- Conducting a SWOT Analysis
- Youthcast Strategic Planning

Individual Assignment
- OA - Part 2: McKinsey Strategy or Human Resources Analysis. Use the McKinsey assessment tool to review the Strategy or Human Resources capacities of the program selected for your OA and describe your findings in narrative format.

Module 7: Program Planning – Logic Models

Upon completing this module students will be able to:
- Construct a “Logic Model” for an organization or program.
- Relate organizational goals and activities to program outcomes.
- Design a summative evaluation to measure program performance based on desired program outcomes.
- Discuss the relationship between accountability and evaluation.

Lecture
- Accountability and Evaluation – slides
- Logic Model - slides

Readings
- NRC Ch. 7
- Schwarzlose, Tori. (n.d.) YDI

Lab Practicum
- Logic Models
- Evaluation

End of Module Assessment
- Complete a logic model for a program offered by your organizational analysis agency or program.
### Module 8: Program Outcome - Evaluation Strategies

**Upon completing this module students will be able to:**
- Articulate the rationale for and processes used in organizational and program evaluation;
- Identify strategies to use in measuring short, intermediate and long term outcomes
- Construct a sample youth development program evaluation plan and determine appropriate instruments

**Lecture**
- Evaluation Strategies – slides

**Readings**
- JYD 82-94

**Lab Practicum**
- Uses of Formative and Summative Evaluation
- Age appropriate evaluation techniques

**EOM**
- Design a sample evaluation strategy using formative and summative evaluation questions and age appropriate strategies that could be used by the youth serving organization selected for your analysis

### Module 9: Organizational Analysis

**Upon completing this module students will be able to:**
- Use feedback from previous assignments to make revisions and complete the analysis of a self-selected youth development organization

**Lecture**
- Refer back to earlier class materials

**Readings**
- Refer back to earlier class materials

**Lab Practicum**
- Work on Organizational Analysis

**Individual Assignment**
- OA Part 3 - Use previous feedback to revise sections 1 & 2 and complete Part 3 of your Organizational Analysis. For Part 3 - Complete a graphic representation of a SWOT analysis for your youth development organization and describe it in narrative form. Use this analysis to identify 2 issues the organization should address and include strategies for doing so. As your closing section, describe the capacity of the organizational culture according to the McKinsey tool and predict the likelihood of success by your organization in addressing these strategic issues.

### Module 10: Funding and Grant Writing

**Upon completing this module students will be able to:**
- Create a grant proposal
  - Articulate a youth serving organizations’ aspirations and other critical information for grant proposals
  - Advocate organizational needs to funders
  - Create a logic model utilizing previous feedback
  - Design a budget: for a grant proposal

**Lecture**
- Funding thru Grant Writing

**Readings**
- NRC Ch. 9
- HBM Ch. 12 (pp. 286-298)
- Proposal Writing Short Course and Proposal Budgeting Basics at foundationcenter.org.

**Individual Assignment**
- Begin work on grant assignment
Module 11: Budgeting and Finance

Upon completing this module students will be able to:
- Identify the benefits of fiscal management and accountability for a youth serving organization
- Create line-item budgets and determine actual program costs
- Develop ways to increase an organization’s revenue for the long term
- Determine the benefits of different types of revenue for youth programs
- Identify and analyze revenues and expenses from an annual youth organization budget report

Lecture
- Budgeting - slides
- Fund Raising - slides

Readings
- BGC Annual Report
- HBM Ch. 13

Lab Practicum
- Financial Management Resources

End of Module Assessment:
- Budgeting

Module 12: Human Resources - Hiring

Upon completing this module students will be able to:
- Examine the hiring process and associated challenges and opportunities.
- Strategize how to organize and conduct the hiring process.
- Create a posit on description
- Identify aspects of hiring models and staff development and their use within an organization.

Lecture
- Human Resource Management - slides

Readings
- HBM Ch. 10 & 11
- Salas, E. & Cannon-Bowers, J. A..

Lab Practicum
- Screening candidates and conducting interviews
- Making the right selections

End of Module Assessment:
- Recruitment, Selection
**Module 13: Human Resources – Performance Appraisals/Motivation**

Upon completing this module students will be able to:
- Examine and explain the importance of paid and volunteer staff training.
- Examine policies/ best practices regarding staff and volunteer training and performance evaluation to improve administrative processes and strategies.

**Lecture**
ISOTURE Volunteer Management - slides

**Readings**
JYD 126-128
ACA – Who’s on the Bus?

**Lab Practicum**
Training, Staff Motivation, Discipline and Rewards
Managing Volunteers

**End of Module Assessment:**
Based on the principles discussed in the past 2 weeks, describe in 300-500 words what you think is important in evaluating and motivating staff. If you were in a position to do so, how would you go about operationalizing these things?

---

**Module 14: Risk Management and Public Relations**

Upon completing this module students will be able to:
- Strategize various risk and crisis management techniques to assess and address risks within youth organizations.
- Examine risk management situations and determine the issues and how to prevent such an event in the future.

**Lecture**
Risk Management – slides
ADA, Title IX and Child Protection - slides

**Readings**
HBM Ch. 4
ACA Crisis Response Trng.
ACA Risk Management
Nat’l 4-H Hdqtrs. - Best Practices

**Lab Practicum**
Risk Mgmt. Assessment
Crisis Management

**End of Module Assessment:**
Crisis Management Strategies

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**Module 15: Innovations and Wrap-Up**

Upon completing this module students will be able to:
- Identify and articulate key contemporary issues facing youth serving organizations;
- Develop a broad understanding of the skills and competencies needed to successfully manage and lead effective youth organizations.

**Lecture**
New Directions in Youth Development - slides

**Readings**
JYD 95-108 and 155-166
Zeldin, Camino & Mock (2005);
Zeldin, Christens & Powers (2012)

**Individual Assignment:**
Final Grant Writing Project Due last day of class
Summary/Self-Reflection Due 1st Day of Finals

**Additional Information** – download selected readings (see above) through eCampus
Texas A&M University
Departmental Request for a Change in Course
Undergraduate • Graduate • Professional
* Submit original form and attachments *

Form Instructions
1. Course request type: [ ] Undergraduate [ ] Graduate [ ] First Professional (D.O., M.D., Ph.D., D.V.M.)
2. Request submitted by (Department or Program Name): Wildlife and Fisheries Science Department
3. Course prefix, number and complete title of course: WFSC 406: Conservation Biology and Wildlife Habitat Management

Attach a brief supporting statement for changes made to items 1a thru 4d, and 10 below.

4. Change requested
   a. Prerequisite(s): From: ____________________________ To: ____________________________
   b. Withdrawal (reason): ____________________________
   c. Cross-list with: ____________________________

   Cross-listed courses require the signature of both department heads.

   d. Change in course title and description. Enter complete current course title and current course description in item 9; enter proposed course title and proposed course description in item 10. Complete item 11a and b for a change in title.
   e. Change in course number, contact hours (lab & lecture), and semester credit hours. Complete item 11a and b. Attach a course syllabus.

5. Is this an existing core curriculum course? [ ] Yes [ ] No

6. If grade type is changing for existing course, indicate the new grade type: [ ] Grade [ ] S/U [ ] P/F (CLMD)

7. If this course will be stacked, please indicate the course number of the stacked course: [ ] WFSC 636

8. I verify that I have reviewed the FAQ for Export Control Basics for Distance Education (http://vpr.tamu.edu/resources/export-controls/export-controls-basics-for-distance-education).

9. Complete current course title and current catalog course description: Conservation Biology and Wildlife Habitat Management

   Designed to acquaint the student with major land use practices on lands that produce wildlife, how these influence wildlife production and alterations or manipulations of habitat used to achieve specific wildlife management goals.

10. Complete proposed course title and proposed catalog course description (not to exceed 50 words): Wildlife Habitat Management

11. a. As currently in course inventory:

    Prefix | Course # | Title (excluding punctuation)
    ------ | --------- | ----------------------------
    WFSC   | 406      | Conservation Biology & Wildlife Habitat Management

    Lect. | Lab | Other | SCH | CIP and Fund Code | Admin. Unit | FICE Code | Level
    ------ | ---- | ------ | ---- | ----------------- | ------------ | --------- | ----
    3.00  | 0.00 | 3.00   | 3.00 | 03060100005      | 2951         | 0 0 3 6 3 2 | 4

    b. Change to:

    Prefix | Course # | Title (excluding punctuation)
    ------ | --------- | ----------------------------
    WFSC   | 406      | WILDLIFE HABITAT MANAGEMENT

    Lect. | Lab | Other | SCH | CIP and Fund Code | Admin. Unit | Acad. Year | FICE Code | Level
    ------ | ---- | ------ | ---- | ----------------- | ------------ | ----------- | --------- | ----
    3.00  | 0    | 3.00   | 3.00 | 03060100005      | 2951         | 15 - 16    | 0 0 3 6 3 2 | 4

   Approval recommended by:

   Department Head or Program Chair (Type Name & Sign) Date [Signature]
   Chair, College Review Committee Date [Signature]
   Dean of College Date [Signature]

   Submitted to Coordinating Board by:

   Chair, GC or UCC Date [Signature]

   Associate Director, Curricular Services Date [Signature]

   Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra.williams@tamu.edu

   CURRICULAR SERVICES
The reason we are changing the title is because the course is stacked with WFSC 636, which is called "wildlife habitat management". Basic concepts of conservation biology are covered in both courses and in the case of the undergraduate course, redundant in the course title. Wildlife habitat management typically includes basic principles of conservation biology.
Texas A&M University
Departmental Request for a Change in Course
Undergraduate + Graduate + Professional
* Submit original form and attachments *

Form Instructions
1. Course request type: ☒ Undergraduate ☐ Graduate ☐ First Professional (DDS, MD, JD, PharmD, DVM)
2. Request submitted by (Department or Program Name): Geology and Geophysics
3. Course prefix, number and complete title of course: GEOL 101 Principles of Geology

Attach a brief supporting statement for changes made to items 4a, 4b, and 10 below.

4. Change requested
   a. Prerequisite(s): From: ___________________________ To: ___________________________
   b. Withdrawal (reason):
   c. Cross-list with:

   Cross-listed courses require the signature of both department heads.

   d. Change in course title and description. Enter complete current course title and current course description in item 9; enter proposed course title and proposed course description in item 10. Complete item 11a and b for a change in title.

   e. Change in course number, contact hours (lab & lecture), and semester credit hours. Complete item 11a and b. Attach a course syllabus.

5. Is this an existing core curriculum course? ☒ Yes ☐ No

6. If grade type is changing for existing course, indicate the new grade type: ☒ Grade ☐ S/U ☐ P/F (CLMD)

7. If this course will be stacked, please indicate the course number of the stacked course:

   ☒ I verify that I have reviewed the FAQ for Export Control Basics for Distance Education (http://vpr.tamu.edu/resources/export-controls/export-controls-basics-for-distance-education).

8. Complete current course title and current catalog course description: Principles of Geology. Physical and chemical nature of the Earth and dynamic processes that shape it, plate tectonics, Earth's interior, materials it is made of, age and evolution, earthquakes, volcanism, erosion and deposition; introduces physical and chemical principles applied to the Earth. Not open to students who have taken GEOL 104 or 320.

9. Complete proposed course title and proposed catalog course description (not to exceed 50 words): Principles of Geology. Physical and chemical nature of the Earth and dynamic processes that shape it, plate tectonics, Earth's interior, materials it is made of, age and evolution, earthquakes, volcanism, erosion and deposition; introduces physical and chemical principles applied to the Earth. Not open to students who have taken GEOL 104 or 320.

10. As currently in course inventory:

    | Prefix | Course # | Title (excluding punctuation) |
    |--------|----------|------------------------------|
    | GEOL   | 101      | PRINCIPLES OF GEOLOGY        |

    | Lect. | Lab | Other | SCH | CIP and Fund Code | Admin. Unit | FICE Code |
    |-------|-----|-------|-----|-------------------|-------------|-----------|
    | 3.00  |     |       | 4.00| 40.0601 0002      | 1305        | 0 0 3 6 3 2 |

    | Level | 1 |

    | Prefix | Course # | Title (excluding punctuation) |
    |--------|----------|------------------------------|
    | GEOL   | 101      | PRINCIPLES OF GEOLOGY        |

    | Lect. | Lab | Other | SCH | CIP and Fund Code | Admin. Unit | FICE Code |
    |-------|-----|-------|-----|-------------------|-------------|-----------|
    | 3.00  |     |       | 3.00| 40.0601 0002      | 1305        | 16 - 17 0 0 3 6 3 2 |

    Approval recommended by:

    [Signature]
    [Date: 5-6-15]

    Department Head or Program Chair (Type Name & Sign) Date

    Chair, College Review Committee Date

    Dean of College Date

    Submitted to Coordinating Board by:

    [Signature]
    [Date: May 18, 2015]

    Chair, GC or UCC Date

    Associate Director, Curricular Services

    Date: [Effective Date]

    Questions regarding this form should be directed to Sandra Williams at 845-8204; or sandra.williams@tamu.edu

    Curricular Services – 08/14

    RECEIVED
    MAY 19, 2015
    CURRICULAR SERVICES
Texas A&M University
Departmental Request for a Change in Course
Undergraduate • Graduate • Professional
• Submit original form and attachments •

Form Instructions:
1. Course request type: ☑ Undergraduate ☐ Graduate ☐ First Professional (DDS, MD, JD, PharmD, OT/PT)
2. Request submitted by (Department or Program Name): Geology and Geophysics
3. Course prefix, number and complete title of course: GEOL 101 Principles of Geology

Attach a brief supporting statement for changes made to items 4a thru 4d, and 10 below:

4. Change requested
   a. Prerequisite(s): From: ____________________________ To: ____________________________
   b. Withdrawal (reason): ____________________________
   c. Cross-list with: ____________________________

   Cross-listed courses require the signature of both department heads.

   d. Change in course title and description. Enter complete current course title and current course description in item 10. Complete item 11a and b for a change in title.

   e. Change in course number, contact hours (lab & lecture), and semester credit hours. Complete item 11a and b. Attach a course syllabus.

5. Is this an existing core curriculum course? ☑ Yes ☐ No
6. If grade type is changing for existing course, indicate the new grade type: ☑ Grade ☐ S/U ☐ P/F (CLMD)
7. If this course will be stacked, please indicate the course number of the stacked course: ____________________________

   I verify that I have reviewed the FAQ for Export Control Basics for Distance Education (http://vpr.tamu.edu/resources/export-control/basics-for-distance-education).

8. Complete current course title and current catalog course description: Principles of Geology. Physical and chemical nature of the Earth and dynamic processes that shape it, plate tectonics, Earth's interior, materials it is made of, age and evolution, earthquakes, volcanism, erosion and deposition; introduces physical and chemical principles applied to the Earth. Not open to students who have taken GEOL 104 or GEOL 320.

9. Complete proposed course title and proposed catalog course description (not to exceed 50 words): Principles of Geology. Physical and chemical nature of the Earth and dynamic processes that shape it, plate tectonics, Earth's interior, materials it is made of, age and evolution, earthquakes, volcanism, erosion and deposition; introduces physical and chemical principles applied to the Earth. Not open to students who have taken GEOL 104 or GEOL 320.

10. Complete approved course title and approved catalog course description:

11. a. As currently in course inventory:

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Course #</th>
<th>Title (excluding punctuation)</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEOL</td>
<td>101</td>
<td>PRINCIPLES OF GEOLOGY</td>
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<table>
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<tr>
<th>Lect.</th>
<th>Lab</th>
<th>Other</th>
<th>SCH</th>
<th>CIP and Fund Code</th>
<th>Admin. Unit</th>
<th>FICE Code</th>
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</table>

b. Change to:

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<th>Course #</th>
<th>Title (excluding punctuation)</th>
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<tbody>
<tr>
<td>GEOL</td>
<td>101</td>
<td>PRINCIPLES OF GEOLOGY</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Lect.</th>
<th>Lab</th>
<th>Other</th>
<th>SCH</th>
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<th>Admin. Unit</th>
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<td>16 - 17</td>
<td>0 0 3 6 3 2</td>
<td>2</td>
</tr>
</tbody>
</table>

Approval recommended by: ____________________________

Department Head or Program Chair (Type Name & Sign) Date

Chair, College Review Committee Date

Department Head or Program Chair (Type Name & Sign) (if cross-listed course) Date

Dean of College Date

Submitted to Coordinating Board by: ____________________________

Chair, GC or UCC Date

Associate Director, Curricular Services Effective Date

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra.williams@tamu.edu.
Curricular Services – 08/14
Course title and number  GEOL 101: Principles of Geology
Term            Fall 2015
Meeting times and location

Course Description and Prerequisites
Physical and chemical nature of the Earth and dynamic processes that shape it; plate tectonics, Earth's interior, materials it is made of, age and evolution, earthquakes, volcanism, erosion and deposition; introduces physical and chemical principles applied to the Earth. Not open to students who have taken GEOL 104 or GEOL 320.

Prerequisites: none

Learning Outcomes
Upon successful completion of this course, students will be able to

1. Describe how the scientific method has led to our current understanding of the Earth's structure, processes and evolution.
2. Interpret the origin and distribution of minerals, rocks and geologic resources.
3. Use the theory of plate tectonics to explain the formation and distribution of the Earth's crustal features.
4. Quantify the rates of physical and chemical processes acting on the Earth and how these processes fit into the context of geologic time.
5. Communicate how surface processes are driven by interactions among the Earth's geosphere, hydrosphere, atmosphere and biosphere.
6. Describe the internal structure and dynamics of the Earth.
7. Evaluate human interactions with the Earth, including sustainable development of natural resources and the assessment and mitigation of hazards.

Textbook and/or Resource Material
Tarbuck, Lutgens, and Tasa, Earth, 10th Ed., 2011

Grading Policies
Grades will be assigned based on the following assessments: three tests (total of 30%), lab (30%), and final exam (40%). All grades will be rounded to the nearest tenth of a percent (i.e. 89.95% → 90.0%, 89.94% → 89.9%) and converted to a letter grade as follows: 90.0–100.0 = A, 80.0–89.9 = B, 70.0–79.9 = C, 60.0–69.9 = D, <60.0 = F.
### Course Topics, Calendar of Activities, Major Assignment Dates

<table>
<thead>
<tr>
<th>Week</th>
<th>Topic</th>
<th>Required Reading (Tarbuck page numbers)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Aug. 31-Sept. 4</td>
<td>Introduction to class and geology; the scientific method; introduction to geologic time; origin of the solar system; Earth's internal structure and external features; plate tectonics</td>
<td>1–22, 22–29</td>
</tr>
<tr>
<td>2. Sept. 7-Sept. 11</td>
<td>Minerals and the rock cycle</td>
<td>29–34, 87–105</td>
</tr>
<tr>
<td>5. Sept. 28-Oct. 2</td>
<td><strong>Test 1</strong>: sedimentary rocks</td>
<td>214–227</td>
</tr>
<tr>
<td>10. Nov. 2- Nov. 6</td>
<td>Divergent plate boundaries; convergent plate boundaries</td>
<td>381–403</td>
</tr>
<tr>
<td>11. Nov. 9- Nov. 13</td>
<td>Convergent plate boundaries; groundwater</td>
<td>381–403, 461–487</td>
</tr>
<tr>
<td>12. Nov. 16- Nov. 20</td>
<td>Groundwater and streams; deserts and winds</td>
<td>429–459, 515–535</td>
</tr>
<tr>
<td>13. Nov. 23- Nov. 27</td>
<td><strong>Test 3</strong>: Glaciers and glaciations</td>
<td>489–517</td>
</tr>
<tr>
<td>14. Nov. 30-Dec. 4</td>
<td>Geologic record of global climate change; petroleum geology</td>
<td>575–607</td>
</tr>
</tbody>
</table>

### Aggie Honor Code

"An Aggie does not lie, cheat, or steal or tolerate those who do." For more information, see Honor Council Rules and Procedures. [http://www.tamu.edu/aggiehonor](http://www.tamu.edu/aggiehonor) Academic integrity is an essential force in the academic life of a university. It enhances the quality of education and celebrates the genuine achievements of others. It is, without reservation, a responsibility of all members of the Texas A&M University Community to actively promote academic integrity. Apathy or acquiescence in the presence of academic dishonesty is not a neutral act -- failure to confront and deter it will reinforce, perpetuate, and enlarge the scope of such misconduct. [http://aggiehonor.tamu.edu](http://aggiehonor.tamu.edu)

### Plagiarism

All materials used in this class are copyrighted. These materials include but are not limited to syllabi, quizzes, exams, lab problems, in-class materials, review sheets, and additional problem sets. Because these materials are copyrighted, you do not have the right to copy the handouts, unless permission is expressly granted.

As commonly defined, plagiarism consists of passing off as one's own the ideas, words, writings, etc., which belong to another. In accordance with this definition, you are committing plagiarism if you copy the work of another person and turn it in as your own, even if you should have the permission of that person. Plagiarism is one of the worst academic sins, for the plagiarist destroys the trust among colleagues without which research cannot be safely communicated.

If you have any questions regarding plagiarism, please consult the latest issue of the Texas A&M University Student Rules, [http://student-rules.tamu.edu/](http://student-rules.tamu.edu/), under the section "Scholastic Dishonesty."
Disability Statement
The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please contact Disability Services, in Cain Hall, Room B118, or call 845-1637. For additional information visit http://disability.tamu.edu

Absence Policy
This class will follow the University's policy for excused absences. For more information, please see Section 7 of the student rules: http://student-rules.tamu.edu
CHANGE IN CURRICULA
CHANGE IN CURRICULUM

COLLEGE OF AGRICULTURE AND LIFE SCIENCES
DEPARTMENT OF ECOSYSTEM SCIENCE AND MANAGEMENT
BS IN ECOLOGICAL RESTORATION
Texas A&M University
Request for a Change in Curriculum

1. Request change for:
   ☑ Degree Program  ☐ Minor  ☐ Certificate

2. Request submitted by (Department or Program Name):
   Ecosystem Science and Management

3. Program Designation and Name
   (e.g., B.A. in History, Minor in History, Certificate in European Union):
   B.S. in Ecological Restoration

4. Brief description of change:
   Changed the Ecosystem Science and Management Core to decrease required hours to allow more flexibility in the Major Core Courses

5. Rationale for change: The changes will allow the students to take more courses that will support their major and desired job.

Use the checkboxes below to make sure that all information is included.

6. a. Proposed curriculum attached. ☑ Yes  ☐ No

   b. Current catalog curriculum with handwritten edits attached. ☑ Yes  ☐ No

   c. Current Howdy degree evaluation with handwritten edits attached. ☑ Yes  ☐ No
   Please make sure the attached proposed curriculum, catalog and Howdy degree evaluation match.

7. a. Will degree program hours change (increase/decrease) due to the proposed curriculum changes?  ☐ Yes  ☑ No

   b. If yes, degree program hours will change from: ________ to: ________

   c. If yes, is the Texas Higher Education Coordinating Board form attached?
      http://www.thecb.state.tx.us/index.cfm?objectid=A0F9F7FA-9A92-4F11-2756AD3BBF01D60  ☑ Yes  ☐ No

8. If proposed changes affect other unit(s), are letters of support attached?  ☐ Yes  ☐ No

IMPORTANT NOTE: Curriculum changes submitted through the approval process and fully approved by February (December-UCC/GC, January-Faculty Senate, February-President) will be effective in the next academic year. Changes requiring approval beyond the University should complete the internal approval process early in the fall semester whenever possible in order to ensure timely implementation.

Approval recommended by:

Dr. Kim Dooley
Dean of College  Date  7/21/15

Dr. Tim Scott
Chair, GC or UCC  Date

Dr. Robert Knight
Chair, College Review Committee  Date  7/14/15

Questions regarding this form should be directed to Curricular Services at 845-8201 or sandra-williams@tamu.edu.
Curricular Services – 07/12

RECEIVED JUL 22 2015
CURRICULAR SERVICES
Proposed Curriculum in
Ecological Restoration

Catalog 16-17

University Core Curriculum

Required Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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<tbody>
<tr>
<td>AGEC 105 Introduction to Agricultural Economics</td>
<td>(3-0) 3</td>
</tr>
<tr>
<td>BIOL 101 Botany</td>
<td>(3-3) 4</td>
</tr>
<tr>
<td>or</td>
<td></td>
</tr>
<tr>
<td>BIOL 113 Essentials of Biology</td>
<td></td>
</tr>
<tr>
<td>HORT 201 Horticultural Science and Practices and HORT 202 Hort. Sci. and Prac. Lab</td>
<td></td>
</tr>
<tr>
<td>CHEM 101 and 111 Fundamentals of Chemistry I and Lab</td>
<td>(3-3) 4</td>
</tr>
<tr>
<td>RENR 215 Fundamentals of Ecology Lab</td>
<td>(0-3) 1</td>
</tr>
<tr>
<td>American History electives</td>
<td>6</td>
</tr>
<tr>
<td>Communication electives</td>
<td>6</td>
</tr>
<tr>
<td>Creative Arts elective</td>
<td>3</td>
</tr>
<tr>
<td>Government/Political Science electives</td>
<td>6</td>
</tr>
<tr>
<td>Language, Philosophy and Culture elective</td>
<td>3</td>
</tr>
<tr>
<td>Mathematics electives (MATH prefix required)</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>42</td>
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Ecosystem Science and Management

Core Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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<tbody>
<tr>
<td>AGEC 350 Environmental and Natural Resource Economics 3</td>
<td>(3-0) 3</td>
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<td>or</td>
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<tr>
<td>AGEC 325 Principles of Farm and Ranch Management</td>
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<tr>
<td>ESSM 201 Exploring Ecosystem Science and Management</td>
<td>(1-0) 1</td>
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<tr>
<td>ESSM 301 Wildland Watershed Management</td>
<td>(2-2) 3</td>
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<tr>
<td>ESSM 302 Wildland Plants of North America</td>
<td>(2-2) 3</td>
</tr>
<tr>
<td>ESSM 306 Plant Functional Ecology and Adaptation</td>
<td>(3-0) 3</td>
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<tr>
<td>or</td>
<td></td>
</tr>
<tr>
<td>ESSM 311 Biogeochemistry and Global Change</td>
<td>(3-0) 3</td>
</tr>
<tr>
<td>ESSM 313 Vegetation Sampling Methods and Designs of Ecosystems</td>
<td>(2-2) 3</td>
</tr>
<tr>
<td>ESSM 318 Coupled Social and Ecological Systems</td>
<td>(3-0) 3</td>
</tr>
<tr>
<td>ESSM 320 Ecosystem Restoration and Management</td>
<td>(3-0) 3</td>
</tr>
<tr>
<td>ESSM 351 Geographic Information Systems and Resource Management</td>
<td>(2-2) 3</td>
</tr>
<tr>
<td>ESSM 481 Senior Seminar</td>
<td>(1-0) 1</td>
</tr>
<tr>
<td>RENR 205 Fundamentals of Ecology</td>
<td>(3-0) 3</td>
</tr>
<tr>
<td>SCSC 301 Soil Science</td>
<td>(3-2) 4</td>
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</table>
Ecological Restoration
Core Courses

Plant Taxonomy—Choose one of the following:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>ESSM 203</td>
<td>Forest Trees of North America</td>
<td>(1-6) 3</td>
</tr>
<tr>
<td>ESSM 303</td>
<td>Agrostology</td>
<td>(2-6) 4</td>
</tr>
<tr>
<td>ESSM 304</td>
<td>Rangeland Plant Taxonomy</td>
<td>(3-0) 3</td>
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<tr>
<td>ESSM 318</td>
<td>Coupled Social and Ecological Systems</td>
<td>(3-0) 3</td>
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<tr>
<td>ESSM 320</td>
<td>Ecosystem Restoration and Management</td>
<td>(3-0) 3</td>
</tr>
<tr>
<td>ESSM 406</td>
<td>Natural Resources Policy</td>
<td>(3-0) 3</td>
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<tr>
<td>ESSM 416</td>
<td>Fire Ecology &amp; Natural Resource Management</td>
<td>(3-0) 3</td>
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<td>ESSM 420</td>
<td>Ecological Restoration of Wetland and Riparian Systems</td>
<td>(2-2) 3</td>
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<td>ESSM 430</td>
<td>Advanced Restoration Ecology (W)</td>
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<tr>
<td>RENR 470</td>
<td>Environmental Impact Assessment</td>
<td>(3-0) 3</td>
</tr>
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</table>

1 Emphasis Area electives 1

Free electives .................................................................................. 8

Total hours for the Ecological Restoration Degree .......................... 57

120

NOTES:

1 To be selected in consultation with an advisor.

2 The graduation requirements include a requirement for 6 hours of international and cultural diversity courses. A course satisfying a Core category, a college/department requirement, or a free elective can be used to satisfy this requirement. See academic advisor.

3 Credit by examination may be used to substitute for 3 hours of POLS 206 or POLS 207.
Proposed Curriculum in Ecological Restoration
Catalog 16-17

University Core Curriculum

Required Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>(Th-Pr) Cr</th>
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<tbody>
<tr>
<td>AGEC 105 Introduction to Agricultural Economics</td>
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<td></td>
</tr>
<tr>
<td>BIOL 101 Botany</td>
<td>(3-3)</td>
<td>4</td>
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<tr>
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<tr>
<td>RENR 215 Fundamentals of Ecology Lab</td>
<td>(0-3)</td>
<td>1</td>
</tr>
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<td>American History electives</td>
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<tr>
<td>Mathematics electives (MATH prefix required)</td>
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| Total                                                                 | 42         |         |

Ecosystem Science and Management

Core Courses

<table>
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<th>Credits</th>
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<tr>
<td>ESSM 201 Exploring Ecosystem Science and Management</td>
<td>(1-0)</td>
<td>1</td>
</tr>
<tr>
<td>ESSM 301 Wildland Watershed Management</td>
<td>(2-2)</td>
<td>3</td>
</tr>
<tr>
<td>ESSM 306 Plant Functional Ecology and Adaptation</td>
<td>(3-0)</td>
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</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ESSM 311 Biogeochemistry and Global Change</td>
<td>(3-0)</td>
<td>3</td>
</tr>
<tr>
<td>ESSM 313 Vegetation Sampling Methods and Designs of Ecosystems</td>
<td>(2-2)</td>
<td>3</td>
</tr>
<tr>
<td>ESSM 351 Geographic Information Systems and Resource Management</td>
<td>(2-2)</td>
<td>3</td>
</tr>
<tr>
<td>ESSM 481 Senior Seminar</td>
<td>(1-0)</td>
<td>1</td>
</tr>
<tr>
<td>RENR 205 Fundamentals of Ecology</td>
<td>(3-0)</td>
<td>3</td>
</tr>
<tr>
<td>SCSC 301 Soil Science</td>
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| Total                                                                 | 21         |         |

Ecological Restoration

Core Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>(Th-Pr) Cr</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>ESSM 303 Agrostology</td>
<td>(1-6)</td>
<td>3</td>
</tr>
<tr>
<td>ESSM 304 Rangeland Plant Taxonomy</td>
<td>(2-6)</td>
<td>4</td>
</tr>
<tr>
<td>ESSM 318 Coupled Social and Ecological Systems</td>
<td>(3-0)</td>
<td>3</td>
</tr>
<tr>
<td>ESSM 320 Ecosystem Restoration and Management</td>
<td>(3-0)</td>
<td>3</td>
</tr>
<tr>
<td>ESSM 406 Natural Resources Policy</td>
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<td>3</td>
</tr>
<tr>
<td>ESSM 416 Fire Ecology &amp; Natural Resource Management</td>
<td>(3-0)</td>
<td>3</td>
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</tbody>
</table>
ESSM 420 Ecological Restoration of Wetland and Riparian Systems ........................................ (2-2) 3
ESSM 430 Advanced Restoration Ecology (W) ................................................................. (1-4) 3
RENR 470 Environmental Impact Assessment ................................................................. (3-0) 3
Emphasis Area electives ¹ ......................................................................................... 21
Free electives ............................................................................................................... 8

Total hours for the Ecological Restoration Degree ........................................................ 120

NOTES:
¹ To be selected in consultation with an advisor.
² The graduation requirements include a requirement for 6 hours of international and cultural diversity courses. A course satisfying a Core category, a college/department requirement, or a free elective can be used to satisfy this requirement. See academic advisor.
³ Credit by examination may be used to substitute for 3 hours of POLS 206 or POLS 207.
**Detail Requirements**

Information for Degree Evaluation

⚠️ This is NOT an official evaluation.

**Program Evaluation**

Limitation Correspondence: No more than 12 hours of correspondence earned through an accredited institution may be used for an undergraduate degree.

Limitation Combination: Maximum combination of 18 hours of 481, 482, 485 and/or 491 courses may be used for an undergraduate degree.

<table>
<thead>
<tr>
<th>Program</th>
<th>BS ECOR</th>
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<tbody>
<tr>
<td>Campus</td>
<td>College Station</td>
</tr>
<tr>
<td>College</td>
<td>Agriculture &amp; Life Sciences</td>
</tr>
<tr>
<td>Degree</td>
<td>Bachelor of Science</td>
</tr>
<tr>
<td>Level</td>
<td>Undergraduate</td>
</tr>
<tr>
<td>Majors</td>
<td>Ecological Restoration</td>
</tr>
<tr>
<td>Departments</td>
<td>Ecosystem Science &amp; Mgmt</td>
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</table>

| Catalog Term     | Fall 2014 - College Station |
| Evaluation Term  | Summer 2015 - College Station |
| Expected Graduation Date | |
| Request Number   | 6 |
| Results as of    | Jul 06, 2015 |
| Minors:          | Concentrations: |

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<tr>
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<td>Program GPA</td>
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<tr>
<td>Overall GPA</td>
<td>No</td>
<td>2.30</td>
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<td>Other Course Information Transfer</td>
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0.000 | 0 |

This is NOT an official evaluation.

Area: Major Coursework (39.000 credits) - Not Met

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<th>Subject</th>
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<th>Required Credits</th>
<th>Required Courses</th>
<th>Term</th>
<th>Subject Course Title</th>
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<th>Credits</th>
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<tr>
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<td>RSM 201</td>
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<td>G</td>
<td>RENR 205</td>
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<tr>
<td>No</td>
<td>AND</td>
<td>H</td>
<td>SCSC 301</td>
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<td>No</td>
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<td>B</td>
<td>ESSM 301</td>
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<td>No</td>
<td>AND</td>
<td>E</td>
<td>ESSM 392</td>
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<tr>
<td>No</td>
<td>AND</td>
<td>C</td>
<td>ESSM 306</td>
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</table>

https://compass-ssb.tamu.edu/pls/PROD/bwckcapp.P_VerifyDispEvalViewOption
unofficial evaluation

**Area : Supporting Coursework (12.000 credits) - Not Met**

<table>
<thead>
<tr>
<th>Met Condition Rule Subject Attribute Low High Required Credits</th>
<th>Required Courses</th>
<th>Term Subject Course Title Attribute Credits</th>
<th>Grade Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>No AND A. Plant Taxonomy</td>
<td>ESM 363</td>
<td>ESM 363</td>
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</tr>
<tr>
<td>No AND B. ESSM 203, 303, or 364</td>
<td>ESM 304</td>
<td>ESM 304</td>
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</tr>
<tr>
<td>No AND E. ESM 416</td>
<td>ESM 416</td>
<td>ESM 416</td>
<td></td>
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<tr>
<td>No AND F. ESSM 420</td>
<td>ESM 420</td>
<td>ESM 420</td>
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</tr>
<tr>
<td>No AND H. ESSM 430 (writing intensive)</td>
<td>ESM 470</td>
<td>ESM 470</td>
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unofficial evaluation

**Area : Emphasis Area Electives (18.000 credits) - Not Met**

<table>
<thead>
<tr>
<th>Met Condition Rule Subject Attribute Low High Required Credits</th>
<th>Required Courses</th>
<th>Term Subject Course Title Attribute Credits</th>
<th>Grade Source</th>
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<tbody>
<tr>
<td>No A. Directed Electives 16hrs</td>
<td>ESM 406</td>
<td>ESM 406</td>
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</table>

unofficial evaluation

**Area : Communication (6.000 credits) - Not Met**

unofficial evaluation

Total Credits and GPA 0.000 .00

---

<table>
<thead>
<tr>
<th>Area:</th>
<th>Mathematics (6.000 credits) - Not Met</th>
</tr>
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<tbody>
<tr>
<td>Description:</td>
<td>MATH prefix required.</td>
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<tr>
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<th>Condition</th>
<th>Rule</th>
<th>Subject</th>
<th>Attribute</th>
<th>Low</th>
<th>High</th>
<th>Required Credits</th>
<th>Required Courses</th>
<th>Term</th>
<th>Subject</th>
<th>Course</th>
<th>Title</th>
<th>Attribute</th>
<th>Credits</th>
<th>Grade</th>
<th>Source</th>
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<tbody>
<tr>
<td>No</td>
<td>A.</td>
<td></td>
<td></td>
<td>Communication Requirement</td>
<td>3hrs</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>[KC0M]</td>
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Select 6 hours from any courses with the Communication attribute [KC0M].

Total Credits and GPA 0.000 .00

unofficial evaluation

<table>
<thead>
<tr>
<th>Area:</th>
<th>Life and Physical Sciences (9.000 credits) - Not Met</th>
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<table>
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<tr>
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<th>Condition</th>
<th>Rule</th>
<th>Subject</th>
<th>Attribute</th>
<th>Low</th>
<th>High</th>
<th>Required Credits</th>
<th>Required Courses</th>
<th>Term</th>
<th>Subject</th>
<th>Course</th>
<th>Title</th>
<th>Attribute</th>
<th>Credits</th>
<th>Grade</th>
<th>Source</th>
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<tbody>
<tr>
<td>No</td>
<td>A.</td>
<td></td>
<td></td>
<td>CHEM 101, 111</td>
<td>4hrs</td>
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</table>

Take CHEM 101, 111.

| No  | AND       | B.   |         | BIOL 101 or BIOL 113 | 4hrs | 3hrs |                 |                  |      |         |        |       |           |    0.00  |      |        |

| No  | AND       | C.   |         | ENGR 215 | 4hrs |      |                 |                  |      |         |        |       |           |    0.00  |      |        |

Total Credits and GPA 0.000 .00

unofficial evaluation

<table>
<thead>
<tr>
<th>Area:</th>
<th>Language, Philosophy &amp; Culture (3.000 credits) - Not Met</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Met</th>
<th>Condition</th>
<th>Rule</th>
<th>Subject</th>
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<th>Required Courses</th>
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<th>Credits</th>
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<tbody>
<tr>
<td>No</td>
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<td>Language, Philosophy and Culture</td>
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<td>[KLPC]</td>
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</table>

Select any course with the Language, Philosophy and Culture attribute [KLPC].

Total Credits and GPA 0.000 .00
unofficial evaluation

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<thead>
<tr>
<th>Area</th>
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<td>Condition</td>
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<td>A.</td>
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unofficial evaluation

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<tr>
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<th>Social and Behavioral Science (3.000 credits) - Not Met</th>
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<td>Description</td>
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<td>Condition</td>
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<tr>
<td>No</td>
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unofficial evaluation

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<tr>
<th>Area</th>
<th>Citizenship (12.000 credits) - Not Met</th>
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<tr>
<td>Description</td>
<td>Completion of 4 semesters of Upper-Level ROTC may be substituted for 3 hours of American History and 3 hours of Political Science.</td>
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<tr>
<td>Met</td>
<td>Condition</td>
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<td>No</td>
<td>A.</td>
</tr>
<tr>
<td></td>
<td>AND</td>
</tr>
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<td></td>
<td>B.</td>
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unofficial evaluation

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<th>General Electives (5.000 credits) - Not Met</th>
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<tbody>
<tr>
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<td>Condition</td>
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<td>A.</td>
</tr>
<tr>
<td></td>
<td>AND</td>
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<tr>
<td>Total Credits and GPA</td>
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## Unofficial Evaluation

**Area:** Work Not Applied - Met  
**Description:** See advisor for acceptable substitutions.

<table>
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<th>Condition</th>
<th>Rule Subject</th>
<th>Attribute</th>
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<th>Required</th>
<th>Credits</th>
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<th>Courses</th>
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<th>Subject</th>
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<tr>
<td>A</td>
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<td>Courses not applied</td>
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**Total Credits and GPA:** 0.000 0.00

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## Unofficial Evaluation

**Area:** University Writing Requirement - Not Met

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<th>Attribute</th>
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<th>Required</th>
<th>Credits</th>
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<th>Courses</th>
<th>Term</th>
<th>Subject</th>
<th>Course Title</th>
<th>Attribute</th>
<th>Credits</th>
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<tr>
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<td>Two courses required.</td>
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<tr>
<td></td>
<td>Only sections of ESSM 315, 405, 406, 415, 430, 462, 491; RENR 410 the Writing attribute [UWRT] may be used to satisfy this requirement.</td>
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**Total Credits and GPA:** 0.000 0.00

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## Unofficial Evaluation

**Area:** Int'l & Cult Diversity - Not Met

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<th>Required</th>
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<tbody>
<tr>
<td>A</td>
<td>Int'l &amp; Cultural Diversity 6hr</td>
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<td></td>
<td>Select from courses with the International and Cultural Diversity attribute [UICD] (except sections of BUSN 289 with the UWRT attribute).</td>
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**Total Credits and GPA:** 0.000 0.00

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## Unofficial Evaluation

**Area:** Foreign Language - Not Met

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<th>Attribute</th>
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<th>Required</th>
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<th>Term</th>
<th>Subject</th>
<th>Course Title</th>
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https://compass-ssb.tamu.edu/pls/PROD/bwckcapp.P_VerifyDispEvalViewOption  
7/6/2015
**Detail Requirements**

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<tr>
<td></td>
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<td>Complete one of the following:</td>
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<td></td>
<td>1. Two years of the same foreign language in High School.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2. A two semester sequence of the same foreign language for University credit.</td>
</tr>
</tbody>
</table>

**unofficial evaluation**

**Area:** Residence Requirement - Not Met

**Description:** A minimum of 36 hours of 300-400 level coursework must be completed at Texas A&M University. 12 hours must be in the major field.

**Met**

<table>
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<tr>
<th>No</th>
<th>A.</th>
<th>Residence - Major 12hrs</th>
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<tr>
<td></td>
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<td>Includes ESSM 300-499.</td>
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**No**

<table>
<thead>
<tr>
<th>AND</th>
<th>B.</th>
<th>Residence 300-499 24hrs</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td>Select 24hrs from any 300-400 level course at Texas A&amp;M University.</td>
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</table>

**unofficial evaluation**

**Area:** GPR-Major - Not Met

**Description:** A minimum GPR of 2.000 is required in all major field of studies courses.

**Met**

<table>
<thead>
<tr>
<th>No</th>
<th>A.</th>
<th>Major GPR 4+/hrs</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td>Includes ESSM 100-199; RENR 205, 215, 410</td>
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</table>

**unofficial evaluation**

**Back to Display Options**

1

---

CHANGE IN CURRICULUM

COLLEGE OF AGRICULTURE AND LIFE SCIENCES
DEPARTMENT OF ECOSYSTEM SCIENCE AND MANAGEMENT
BS IN RANGELAND ECOLOGY AND MANAGEMENT
RANCH MANAGEMENT OPTION
Texas A&M University
Request for a Change in Curriculum

1. Request change for: [ ] Degree Program [ ] Minor [ ] Certificate

2. Request submitted by (Department or Program Name):

3. Program Designation and Name
   (e.g., B.A. in History, Minor in History, Certificate in European Union):
   Ecosystem Science and Management
   B.S. in Rangeland Ecology and Management - Ranch Management Option

4. Brief description of change: Changed the Ecosystem Science and Management Core to decrease required hours to allow more flexibility in the Major Core Courses

5. Rationale for change: The changes will allow the students to take more courses that will support their major and desired job.

Use the checkboxes below to make sure that all information is included.

6. a. Proposed curriculum attached. [ ] Yes [ ] No
   b. Current catalog curriculum with handwritten edits attached. [ ] Yes [ ] No
   c. Current Howdy degree evaluation with handwritten edits attached. [ ] Yes [ ] No

Please make sure the attached proposed curriculum, catalog and Howdy degree evaluation match.

7. a. Will degree program hours change (increase/decrease) due to the proposed curriculum changes? [ ] Yes [ ] No
   b. If yes, degree program hours will change from: ______ to: ______
   c. If yes, is the Texas Higher Education Coordinating Board form attached? [ ] Yes [ ] No

http://www.thecb.state.tx.us/index.cfm?objectid=A0F9E7FA-9A92-4F11-2756AD3BBFF01D60

8. If proposed changes affect other unit(s), are letters of support attached? [ ] Yes [ ] No

IMPORTANT NOTE: Curriculum changes submitted through the approval process and fully approved by February (December-UCC/GC, January-Faculty Senate, February-President) will be effective in the next academic year. Changes requiring approval beyond the University should complete the internal approval process early in the fall semester whenever possible in order to ensure timely implementation.

Approval recommended by:

Dr. Mort Kothmann
Department Head or Program Chair (Type, Name & Sign) Date

Dr. Robert Knight
Chair, College Review Committee Date

Dr. Kim Dooley
Dean of College Date

Dr. Tim Scott
Chair, GC or UCC Date

Questions regarding this form should be directed to Curricular Services at 845-8201 or sandra.williams@tamu.edu.
Curricular Services – 07/12
Proposed Curriculum in
Rangeland Ecology and Management

Ranch Management Option

Catalog 16-17

University Core Curriculum

Required Courses ..........................................................(Th-Pr) Cr

AGEC 105 Introduction to Agricultural Economics ........................................... (3-0) 3
BIOL 101 Botany ................................................................................. (3-3) 4
or
BIOL 113 Essentials of Biology
HORT 201 Horticultural Science and Practices and HORT 202 Hort. Sci. and Prac. Lab
CHEM 101 and 111 Fundamentals of Chemistry I and Lab ................................ (3-3) 4
RENR 215 Fundamentals of Ecology Lab ............................................. (0-3) 1
American History electives 2 .................................................................. 6
Communication electives 2 .................................................................... 6
Creative Arts elective 2 ......................................................................... 3
Government/Political Science electives 2,3 ............................................ 6
Language, Philosophy and Culture elective 2 ........................................ 3
Mathematics electives (MATH prefix required) ........................................ 6

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Ecosystem Science and Management
Core Courses

ESSM 201 Exploring Ecosystem Science and Management ........................ (1-0) 1
ESSM 301 Wildland Watershed Management ........................................ (2-2) 3
ESSM 306 Plant Functional Ecology and Adaptation .............................. (3-0) 3
or
ESSM 311 Biogeochemistry and Global Change .................................... (3-0)
ESSM 313 Vegetation Sampling Methods and Designs of Ecosystems .... (2-2) 3
ESSM 351 Geographic Information Systems and Resource Management (2-2) 3
ESSM 481 Senior Seminar .................................................................... (1-0) 1
RENR 205 Fundamentals of Ecology .................................................. (3-0) 3
SCSC 301 Soil Science ......................................................................... (3-2) 4

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Rangeland Ecology and Management
Core Courses

AGEC 325 Principles of Farm and Ranch Management ............................ (2-2) 3
ESSM 302 Wildland Plants of North America ......................................... (2-2) 3
ESSM 303 Agrostology .......................................................................... (1-6) 3
or
ESSM 304 Rangeland Plant Taxonomy .................................................. (2-6)
ESSM 314 Principles of Rangeland Ecology and Management Around the World (3-0) 3
ESSM 315 Rangeland Inventory and Monitoring .............................................. (0-2) 1
ESSM 316 Range Ecology ............................................................................. (2-2) 3
ESSM 317 Vegetation Management .............................................................. (3-0) 3
ESSM 415 Range Analysis and Management Planning ............................... (3-2) 4
ANSC 107 General Animal Science ............................................................ (3-0) 3
ANSC 108 General Animal Science Laboratory ........................................... (0-2) 1
ANSC 302 Beef Cattle Production ............................................................... (3-0) 3
ANSC 320 Animal Nutrition and Feeding ...................................................... (3-0) 3
Choose one:
    AGEC 350 Environmental and Natural Resource Economics ................... (3-0) 3
    ESSM 318 Coupled Social and Ecological Systems ................................. (3-0) 3
    ESSM 404 Changing Natural Resource Policy ........................................ (3-0) 3
    ESSM 406 Natural Resources Policy ....................................................... (3-0) 3
    RENR 470 Environmental Impact Assessment ....................................... (3-0) 3
Emphasis Area electives 1 ........................................................................... 15
Electives ........................................................................................................ 6

Total hours for the Rangeland Ecology and Management Degree .............. 120

NOTES:
1 To be selected in consultation with an advisor.
2 The graduation requirements include a requirement for 6 hours of international and cultural diversity courses. A course satisfying a Core category, a college/department requirement, or a free elective can be used to satisfy this requirement. See academic advisor.
3 Credit by examination may be used to substitute for 3 hours of POLS 206 or POLS 207.
Proposed Curriculum in
Rangeland Ecology and Management

Ranch Management Option

Catalog 16-17

University Core Curriculum

Required Courses

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<td>BIOL 101 Botany</td>
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<td>CHEM 101 and 111 Fundamentals of Chemistry I and Lab</td>
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Ecosystem Science and Management

Core Courses

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Rangeland Ecology and Management

Core Courses
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**Total hours for the Rangeland Ecology and Management Degree** 120

**NOTES:**

1 Students must take this course for the Ranch Management Option.
2 To be selected in consultation with an advisor.
3 The graduation requirements include a requirement for 6 hours of international and cultural diversity courses. A course satisfying a Core category, a college/department requirement, or a free elective can be used to satisfy this requirement. See academic advisor.
4 Credit by examination may be used to substitute for 3 hours of POLS 206 or POLS 207.
Detail Requirements

Information for Degree Evaluation

This is NOT an official evaluation.

Program Evaluation

Limitation Correspondence: No more than 12 hours of correspondence earned through an accredited institution may be used for an undergraduate degree.
Limitation Combination: Maximum combination of 18 hours of 481, 482, 485 and/or 491 courses may be used for an undergraduate degree.

Program: BS RLEM-Ranch Ngmt
Campus: College Station
College: Agriculture & Life Sciences
Degree: Bachelor of Science
Level: Undergraduate
Majors: Rangeland Ecology & Management
Departments: Ecosystem Science & Mgmt

Catalog Term: Fall 2014 - College Station
Evaluation Term: Summer 2015 - College Station
Expected Graduation Date: Request Number:
Results as of: Minors:
Concentrations:

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This is NOT an official evaluation.

Area: Major Coursework ( 38.000 credits ) - Not Met

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**Area: Emphasis Area Electives (14.000 credits) - Not Met**

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Area: Communication (6.000 credits) - Not Met

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Total Credits and GPA 0.000 .00

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Total Credits and GPA 0.000 .00

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<td>AND</td>
<td>C.</td>
<td>RENR 215</td>
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Total Credits and GPA 0.000 .00

unofficial evaluation

Area: Language, Philosophy & Culture (3.000 credits) - Not Met

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Total Credits and GPA 0.000 .00
unofficial evaluation

**Area:** Creative Arts (3.000 credits) - Not Met

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No A. Creative Arts Requirement

Select three hours from any course with the Creative Arts attribute (KCRA).

| Total Credits and GPA | 0.000 | .00 |

unofficial evaluation

**Area:** Social and Behavioral Science (3.000 credits) - Not Met

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No A. ASECS 103

| Total Credits and GPA | 0.000 | .00 |

unofficial evaluation

**Area:** Citizenship (12.000 credits) - Not Met

**Description:** Completion of 4 semesters of Upper-Level ROTC may be substituted for 3 hours of American History and 3 hours of Political Science.

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No A. American History Reqmt 6hrs

Select from any course with the [KHS] attribute.

No AND B. Political Science Reqmt 6hrs

Take POLS 206 and POLS 207.

| Total Credits and GPA | 0.000 | .00 |

unofficial evaluation

**Area:** General Electives (4.000 credits) - Not Met

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<th>Condition</th>
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<th>Subject</th>
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<th>Required Courses</th>
<th>Term</th>
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No A. General Electives 4hrs

Select from any course 150-499 not used elsewhere.
unofficial evaluation

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<th>Area:</th>
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<td>See advisor for acceptable substitutions.</td>
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unofficial evaluation

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unofficial evaluation

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unofficial evaluation

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<th>Area:</th>
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<tbody>
<tr>
<td>Met</td>
<td>Condition Rule Subject Attribute Low High Required Credits Required Courses Term Subject Course Title Attribute Credits Grade Source</td>
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</table>
No A. Foreign Language Rqmt

Complete one of the following:
1. Two years of the same foreign language in High School.
2. A two semester sequence of the same foreign language for University credit.

unofficial evaluation

Area: Residence Requirement (36.000 credits) - Not Met

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<th>Subject</th>
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<td>Residence</td>
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<td>Select from ESSM 300-499.</td>
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<td>No</td>
<td>B.</td>
<td>Residence</td>
<td>300-499</td>
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<td>Select from any 300-400 level course at Texas A&amp;M.</td>
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unofficial evaluation

Area: GPR-Major - Not Met

Description: A minimum GPR of 2.000 is required in all major field of studies courses.

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<th>Required Credits</th>
<th>Required Courses</th>
<th>Term</th>
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<th>Course</th>
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<th>Credits</th>
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<td>A.</td>
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<td>Major</td>
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<td>GPR 31+hrs</td>
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<td>Includes ESSM 100-499; RENR 205, 215, 410.</td>
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unofficial evaluation

Back to Display Options

1

Print
CHANGE IN CURRICULUM

COLLEGE OF AGRICULTURE AND LIFE SCIENCES
DEPARTMENT OF ECOSYSTEM SCIENCE AND MANAGEMENT
BS IN RANGELAND ECOCYLOGY AND MANAGEMENT
RANGELAND RESOURCES OPTION
Texas A&M University
Request for a Change in Curriculum

1. Request change for: 
   ☒ Degree Program  ☐ Minor  ☐ Certificate

2. Request submitted by (Department or Program Name):
   Ecosystem Science and Management

3. Program Designation and Name
   (e.g., B.A. in History, Minor in History; Certificate in European Union):
   B.S. in Rangeland Ecology and Management - Rangeland Resources Option

4. Brief description of change: Changed the Ecosystem Science and Management Core to decrease required hours to allow more flexibility in the Major Core Courses.

5. Rationale for change: The changes will allow the students to take more courses that will support their major and desired job.

---

Use the checkboxes below to make sure that all information is included.

6. a. Proposed curriculum attached. ☒ Yes  ☐ No
    b. Current catalog curriculum with handwritten edits attached. ☒ Yes  ☐ No
    c. Current Howdy degree evaluation with handwritten edits attached. ☒ Yes  ☐ No

   Please make sure the attached proposed curriculum, catalog and Howdy degree evaluation match.

7. a. Will degree program hours change (increase/decrease) due to the proposed curriculum changes? ☐ Yes  ☒ No
    b. If yes, degree program hours will change from: ________ to: ________
    c. If yes, is the Texas Higher Education Coordinating Board form attached? ☐ Yes  ☒ No

   http://www.thecch.state.tx.us/index.cfm/objectid=A0F9F7FA-9A92-4F11-2756AD3BBFF01D60

8. If proposed changes affect other unit(s), are letters of support attached? ☐ Yes  ☒ No

---

IMPORTANT NOTE: Curriculum changes submitted through the approval process and fully approved by February (December-UCC/GC, January-Faculty Senate, February-President) will be effective in the next academic year. Changes requiring approval beyond the University should complete the internal approval process early in the fall semester whenever possible in order to ensure timely implementation.

Approval recommended by:

Dr. Mort Kehnmann
Department Head or Program Chair (Type Name & Sign) Date

Dr. Kim Dooley
Dean of College Date

Dr. Robert Knight
Chair, College Review Committee Date

Dr. Tim Scott
Chair, GC or UCC Date

Questions regarding this form should be directed to Curricular Services at 845-8201 or sandra-stilman@tamu.edu.

Curricular Services – 07/12
Proposed Curriculum in
Rangeland Ecology and Management

Rangeland Resources Option

Catalog 16-17

University Core Curriculum

Required Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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<tbody>
<tr>
<td>AGEC 105 Introduction to Agricultural Economics</td>
<td>(3-0)</td>
</tr>
<tr>
<td>BIOL 101 Botany</td>
<td>(3-3)</td>
</tr>
<tr>
<td>or BIOL 113 Essentials of Biology</td>
<td></td>
</tr>
<tr>
<td>HORT 201 Horticultural Science and Practices</td>
<td></td>
</tr>
<tr>
<td>and HORT 202 Hort. Sci. and Prac. Lab</td>
<td></td>
</tr>
<tr>
<td>CHEM 101 and 111 Fundamentals of Chemistry I</td>
<td>(3-3)</td>
</tr>
<tr>
<td>and Lab</td>
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</tr>
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<td>RENR 215 Fundamentals of Ecology Lab</td>
<td>(0-3)</td>
</tr>
<tr>
<td>American History electives</td>
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<td>Communication electives</td>
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<td>Creative Arts elective</td>
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<td>Government/Political Science electives</td>
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<tr>
<td>Language, Philosophy and Culture elective</td>
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<td>Mathematics electives (MATH prefix required)</td>
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Ecosystem Science and Management

Core Courses

<table>
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<th>Course</th>
<th>Credits</th>
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<tbody>
<tr>
<td>AGEC 350 Environmental and Natural Resource Economics</td>
<td>(3-0)</td>
</tr>
<tr>
<td>or AGEC 325 Principles of Farm and Ranch Management</td>
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</tr>
<tr>
<td>ESSM 201 Exploring Ecosystem Science and Management</td>
<td>(1-0)</td>
</tr>
<tr>
<td>ESSM 301 Wildland Watershed Management</td>
<td>(2-2)</td>
</tr>
<tr>
<td>ESSM 302 Wildland Plants of North America</td>
<td>(2-2)</td>
</tr>
<tr>
<td>ESSM 306 Plant Functional Ecology and Adaptation</td>
<td>(3-0)</td>
</tr>
<tr>
<td>or ESSM 311 Biogeochemistry and Global Change</td>
<td>(3-0)</td>
</tr>
<tr>
<td>ESSM 313 Vegetation Sampling Methods and Designs of Ecosystems</td>
<td>(2-2)</td>
</tr>
<tr>
<td>ESSM 318 Coupled Social and Ecological Systems</td>
<td>(3-0)</td>
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<td>ESSM 320 Ecosystem Restoration and Management</td>
<td>(3-0)</td>
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<tr>
<td>ESSM 351 Geographic Information Systems and Resource Management</td>
<td>(2-2)</td>
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<td>ESSM 481 Senior Seminar</td>
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<td>RENR 205 Fundamentals of Ecology</td>
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<tr>
<td>SCSC 301 Soil Science</td>
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### Rangeland Ecology and Management

#### Core Courses

<table>
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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>ESSM 302</td>
<td>Wildland Plants of North America</td>
<td>(2-2) 3</td>
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<tr>
<td>ESSM 303</td>
<td>Agrostology</td>
<td>(1-6) 3</td>
</tr>
<tr>
<td>or</td>
<td>ESSM 304 Rangeland Plant Taxonomy</td>
<td>(2-6) 4</td>
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<tr>
<td>ESSM 314</td>
<td>Principles of Rangeland Ecology and Management</td>
<td>(3-0) 3</td>
</tr>
<tr>
<td>ESSM 315</td>
<td>Rangeland Inventory and Monitoring</td>
<td>(0-2) 1</td>
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<td>ESSM 316</td>
<td>Range Ecology</td>
<td>(2-2) 3</td>
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<tr>
<td>ESSM 317</td>
<td>Vegetation Management</td>
<td>(3-0) 3</td>
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<tr>
<td>ESSM 415</td>
<td>Range Analysis and Management Planning</td>
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<td>or</td>
<td>RENR 410 Ecosystem Management</td>
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Choose two:

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<th>Course Title</th>
<th>Credits</th>
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<tr>
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<td>Principles of Farm and Ranch Management</td>
<td>(2-2) 3</td>
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<tr>
<td>AGEC 350</td>
<td>Environmental and Natural Resource Economics</td>
<td>(3-0) 3</td>
</tr>
<tr>
<td>ESSM 318</td>
<td>Coupled Social and Ecological Systems</td>
<td>(3-0) 3</td>
</tr>
<tr>
<td>ESSM 404</td>
<td>Changing Natural Resource Policy</td>
<td>(3-0) 3</td>
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<tr>
<td>ESSM 406</td>
<td>Natural Resources Policy</td>
<td>(3-0) 3</td>
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<td>RENR 470</td>
<td>Environmental Impact Assessment</td>
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<td>ESSM 304</td>
<td>Rangeland Plant Taxonomy</td>
<td>(2-6) 4</td>
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<tr>
<td>SCSC 310</td>
<td>Soil Morphology and Interpretations</td>
<td>(1-3) 2</td>
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Emphasis Area electives

Electives

---

Total hours for the Rangeland Ecology and Management Rangeland Resources Degree: 120

**NOTES:**

1. To be selected in consultation with an advisor.
2. The graduation requirements include a requirement for 6 hours of international and cultural diversity courses. A course satisfying a Core category, a college/department requirement, or a free elective can be used to satisfy this requirement. See academic advisor.
3. Credit by examination may be used to substitute for 3 hours of POLS 206 or POLS 207.
Proposed Curriculum in
Rangeland Ecology and Management

Rangeland Resources Option

Catalog 16-17

University Core Curriculum

Required Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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<tbody>
<tr>
<td>AGEC 105 Introduction to Agricultural Economics</td>
<td>(3-0) 3</td>
</tr>
<tr>
<td>BIOL 101 Botany</td>
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<td>or</td>
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<tr>
<td>BIOL 113 Essentials of Biology</td>
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<tr>
<td>HORT 201 Horticultural Science and Practices and HORT 202 Hort. Sci. and Prac. Lab</td>
<td></td>
</tr>
<tr>
<td>CHEM 101 and 111 Fundamentals of Chemistry I and Lab</td>
<td>(3-3) 4</td>
</tr>
<tr>
<td>RENR 215 Fundamentals of Ecology Lab</td>
<td>(0-3) 1</td>
</tr>
<tr>
<td>American History electives</td>
<td>6</td>
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<td>Communication electives</td>
<td>6</td>
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<tr>
<td>Creative Arts elective</td>
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<td>Government/Political Science electives</td>
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<tr>
<td>Language, Philosophy and Culture elective</td>
<td>3</td>
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<tr>
<td>Mathematics electives (MATH prefix required)</td>
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Ecosystem Science and Management

Core Courses

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<tr>
<td>ESSM 201 Exploring Ecosystem Science and Management</td>
<td>(1-0) 1</td>
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<tr>
<td>ESSM 301 Wildland Watershed Management</td>
<td>(2-2) 3</td>
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<tr>
<td>ESSM 306 Plant Functional Ecology and Adaptation</td>
<td>(3-0) 3</td>
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<td>or</td>
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<tr>
<td>ESSM 311 Biogeochemistry and Global Change</td>
<td>(3-0) 3</td>
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<tr>
<td>ESSM 313 Vegetation Sampling Methods and Designs of Ecosystems</td>
<td>(2-2) 3</td>
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<tr>
<td>ESSM 351 Geographic Information Systems and Resource Management</td>
<td>(2-2) 3</td>
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<tr>
<td>ESSM 481 Senior Seminar</td>
<td>(1-0) 1</td>
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<tr>
<td>RENR 205 Fundamentals of Ecology</td>
<td>(3-0) 3</td>
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<tr>
<td>SCSC 301 Soil Science</td>
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21

Rangeland Ecology and Management

Core Courses

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<tr>
<td>ESSM 302 Wildland Plants of North America</td>
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<td>ESSM 303 Agrostology</td>
<td>(1-6) 3</td>
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<tr>
<td>ESSM 304 Rangeland Plant Taxonomy</td>
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</table>
ESSM 314 Principles of Rangeland Ecology and Management Around the World ............... (3-0) 3
ESSM 315 Rangeland Inventory and Monitoring ....................................................... (0-2) 1
ESSM 316 Range Ecology ...................................................................................... (2-2) 3
ESSM 317 Vegetation Management ....................................................................... (3-0) 3
ESSM 415 Range Analysis and Management Planning ¹ ........................................... (3-2) 4
or
RENR 410 Ecosystem Management ..................................................................... (3-2)

Choose two:
AGEC 325 Principles of Farm and Ranch Management ............................................ (2-2) 3
AGEC 350 Environmental and Natural Resource Economics ................................ (3-0) 3
ESSM 318 Coupled Social and Ecological Systems ................................................. (3-0) 3
ESSM 404 Changing Natural Resource Policy ........................................................ (3-0) 3
ESSM 406 Natural Resources Policy ...................................................................... (3-0) 3
RENR 470 Environmental Impact Assessment ...................................................... (3-0) 3
ESSM 304 Rangeland Plant Taxonomy ................................................................. (3-0) 4
SCSC 310 Soil Morphology and Interpretations .................................................... (1-3) 2
Emphasis Area electives ³ .................................................................................. 23
Electives ................................................................................................................ 6

Total hours for the Rangeland Ecology and Management Rangeland Resources Degree 120

NOTES:
¹ To be selected in consultation with an advisor.
² The graduation requirements include a requirement for 6 hours of international and cultural diversity courses. A course satisfying a Core category, a college/department requirement, or a free elective can be used to satisfy this requirement. See academic advisor.
³ Credit by examination may be used to substitute for 3 hours of POLS 206 or POLS 207.
Detail Requirements

Information for Degree Evaluation

This is NOT an official evaluation.

Program Evaluation

Limitation Correspondence: No more than 12 hours of correspondence earned through an accredited institution may be used for an undergraduate degree.
Limitation Combination: Maximum combination of 18 hours of 481, 482, 485 and/or 491 courses may be used for an undergraduate degree.

Program: BS RLEM-Rangeland Resources
Campus: College Station
College: Agriculture & Life Sciences
Degree: Bachelor of Science
Level: Undergraduate
Majors: Rangeland Ecology & Management
Departments: Ecosystem Science & Mgmt

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This is NOT an official evaluation.

Area: Major Coursework (38.000 credits) - Not Met

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https://compass-ssb.tamu.edu/pls/PROD/bwckcapp.P_VerifyDispEvalViewOption
unofficial evaluation

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unofficial evaluation

### Area: Emphasis Area Electives (18.000 credits) - Not Met

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unofficial evaluation

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7/6/2015
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Select 6 hours from any courses with the Communication attribute [KCOM].

**Total Credits and GPA**

6.000 .00

### Unofficial Evaluation

### Area: Mathematics (6.000 credits) - Not Met

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Select from any course with the Mathematics attribute [KMTH].

**Total Credits and GPA**

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### Unofficial Evaluation

### Area: Life and Physical Sciences (9.000 credits) - Not Met

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- Take CHEM 101, 111/114.
- OR Hort 201 & 202

**Total Credits and GPA**

0.000 .00

### Unofficial Evaluation

### Area: Language, Philosophy & Culture (3.000 credits) - Not Met

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Select any course with the Language, Philosophy and Culture attribute [KLPC].

**Total Credits and GPA**

0.000 .00

### Unofficial Evaluation
unofficial evaluation

**Area:** Creative Arts (3.000 credits) - Not Met  
**Met**  
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Total Credits and GPA 0.000 .00

unofficial evaluation

**Area:** Social and Behavioral Science (3.000 credits) - Not Met  
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Total Credits and GPA 0.000 .00

unofficial evaluation

**Area:** Citizenship (12.000 credits) - Not Met  
**Description:** Completion of 4 semesters of Upper-Level ROTC may be substituted for 3 hours of American History and 3 hours of Political Science.  
**Met**  
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Total Credits and GPA 0.000 .00

unofficial evaluation

**Area:** General Electives (4.000 credits) - Not Met  
**Met**  
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Total Credits and GPA 0.000 .00

### unofficial evaluation

**Area:** Work Not Applied - Met  
**Description:** See advisor for acceptable substitutions.  
**Met | Condition Rule | Subject | Attribute | Low | High | Required Credits | Required Courses | Term | Subject | Course Title | Attribute | Credits | Grade | Source**

| No | A | Courses not applied |

Total Credits and GPA 0.000 .00

### unofficial evaluation

**Area:** University Writing Requirement - Not Met  
**Met | Condition Rule | Subject | Attribute | Low | High | Required Credits | Required Courses | Term | Subject | Course Title | Attribute | Credits | Grade | Source**

| No | A | Writing Requirement  
Two courses required.  
Only sections of ESSM 315, 405, 406, 415, 430, 462, 491; RENR 410 the Writing attribute [UWRT] may be used to satisfy this requirement. |

Total Credits and GPA 0.000 .00

### unofficial evaluation

**Area:** Int'l & Cult Diversity - Not Met  
**Met | Condition Rule | Subject | Attribute | Low | High | Required Credits | Required Courses | Term | Subject | Course Title | Attribute | Credits | Grade | Source**

| No | A | Int'l & Cultural Diversity 6hr  
Select from courses with the International and Cultural Diversity attribute [UICD] (except sections of BUSN 289 with the UWRT attribute). |

Total Credits and GPA 0.003 .00

### unofficial evaluation

**Area:** Foreign Language - Not Met  
**Met | Condition Rule | Subject | Attribute | Low | High | Required Credits | Required Courses | Term | Subject | Course Title | Attribute | Credits | Grade | Source**

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https://compass-ssb.tamu.edu/pls/PROD/bwckcapp.P_VerifyDispEvalViewOption  
7/6/2015
### Foreign Language Reqmt

Complete one of the following:
1. Two years of the same foreign language in High School.
2. A two semester sequence of the same foreign language for University credit.

**unofficial evaluation**

### Residence Requirement (36.000 credits) - Not Met

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<td>Select from ESSM 300-499; RENR 410.</td>
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<td>AND</td>
<td>Residence</td>
<td>300-499</td>
<td>24hrs</td>
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<td>Select from any 300-400 level course at Texas A&amp;M.</td>
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**unofficial evaluation**

### GPR-Major - Not Met

**Description**: A minimum GPR of 3.000 is required in all major field of studies courses.

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**unofficial evaluation**

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Back to Display Options

1

Print
CHANGE IN CURRICULUM

COLLEGE OF AGRICULTURE AND LIFE SCIENCES
DEPARTMENT OF ECOSYSTEM SCIENCE AND MANAGEMENT
MINOR IN RANGELAND ECOLOGY AND MANAGEMENT
Texas A&M University
Request for a Change in Curriculum
Undergraduate • Graduate • Professional

1. Program request type: □ Undergraduate □ Graduate □ First Professional (ex. DVM, JD, MD, etc.)

2. Request change for:
   □ Degree Program □ Minor □ Certificate

3. Request submitted by (Department or Program Name):
   Ecosystem Science and Management

4. Program Designation and Name
   (e.g., B.A. in History, Minor in History, Certificate in European Union):
   Rangeland Ecology and Management Minor

5. Brief description of change:
   Removing ESSM 415 and RENR 410 from the required coursework. Total required hours will be 15.

6. Rationale for change:
   Lack of space in the ESSM 415 and RENR 410 classes.

Use the checkboxes below to make sure that all information is included.

7. a. Proposed curriculum attached. □ Yes □ No
    b. Current catalog curriculum with handwritten edits attached. □ Yes □ No
    c. Current Howdy degree evaluation with handwritten edits attached. □ Yes □ No
       Please make sure the attached proposed curriculum, catalog and Howdy degree evaluation match.

8. a. Will degree program hours change (increase/decrease) due to the proposed curriculum changes? □ Yes □ No
    b. If yes, degree program hours will change from: _______ to: _______
    c. If yes, is the Texas Higher Education Coordinating Board form attached?
       http://www.thecb.state.tx.us/index.cfm?objectid=A0E9174A-9A92-1111-2756AD3B8F101D90
       □ Yes □ No

9. If proposed changes affect other unit(s), are letters of support attached? □ Yes □ No

IMPORTANT NOTE: Curriculum changes submitted through the approval process and fully approved by February (December-UCC/GC, January-Faculty Senate, February-President) will be effective in the next academic year. Changes requiring approval beyond the University should complete the internal approval process early in the fall semester whenever possible in order to ensure timely implementation.

Approval recommended by:
Dr. Mort Kollmann
Department Head or Program Chair (Type Name & Sign) Date
Dr. Robert Knight
Chair, College Review Committee Date

Dr. Kim Dooley
Dean of College Date

Chair, GC or UCC Date

Questions regarding this form should be directed to Curricular Services at 845-8201 or samhewilliams@tamu.edu
Curricular Services – 04/14
2016-2017

Minor Field of Study
in
Rangeland Ecology and Management

A selection from among the following courses will constitute a minor field of study. (Note: the College of Agriculture and Life sciences requires a C or better in any course used for the minor.)

Select 15 hours from the following 300-400 level courses:

| ESSM 302 (3 hrs) ESSM 303 (3 hrs) or ESSM 304 (4 hrs) | ESSM 317 (3 hrs) |
| ESSM 314 (3 hrs) **required** | ESSM 320 (3 hrs) |
| ESSM 301 (3 hrs) | ESSM 416 (3 hrs) |
| ESSM 316 (3 hrs) | ESSM 420 (3 hrs) |

**Students are required to take either ESSM 302, ESSM 303 or ESSM 304 as part of the minor program.**

**Students are required to take ESSM 314 as part of the minor program.**

**Minimum of 15 hours required**

**Must maintain a 2.0 or above in minor curriculum.**

**Note: RENR 205/215 and BIOL (any course) are prerequisites for several of the classes required for the minor in Rangeland Ecology & Management. Students must satisfy these prerequisites or have approval from the instructor prior to taking a class.**
Rangeland Ecology and Management Minor

Select one of the following: 3
ESSM 302  Wildland Plants of North America
ESSM 303  Agrostology
ESSM 304  Rangeland Plant Taxonomy
ESSM 314  Principles of Rangeland Management Around the World 3

Select 6 semester credit hours from the following: 6
ESSM 301  Wildland Watershed Management
ESSM 316  Range Ecology
ESSM 317  Vegetation Management
ESSM 320  Ecosystem Restoration and Management
ESSM 416  Fire Ecology and Natural Resource Management
ESSM 420  Ecological Restoration of Wetland and Riparian Systems
ESSM 415  Range Analysis and Management Planning 4
or RENR 410  Ecosystem Management

Total Semester Credit Hours 15
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<td>Must make a grade of 'C' or better.</td>
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<td>B.</td>
<td>ESSM 314</td>
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<td>Select from ESSM 301, 310, 317, 320, 410, 420.</td>
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<td>Select from REM 410, ESSM 415.</td>
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Total Credits and GPA
CHANGE IN CURRICULUM

COLLEGE OF AGRICULTURE AND LIFE SCIENCES
DEPARTMENT OF RECREATION, PARK AND TOURISM SCIENCES
BS IN RECREATION, PARK AND TOURISM SCIENCES —
YOUTH DEVELOPMENT CERTIFICATE
Texas A&M University
Request for a Change in Curriculum
Undergraduate • Graduate • Professional

1. Program request type:  ☑ Undergraduate  ☐ Graduate  ☐ First Professional (ex., DVM, JD, MD, etc.)

2. Request change for:  ☑ Degree Program  ☐ Minor  ☐ Certificate

3. Request submitted by (Department or Program Name):  Recreation, Park and Tourism Sciences

   Program Designation and Name

   (e.g., B.A. in History, Minor in History, Certificate in European Union):  B.S. in Recreation, Park and Tourism Sciences - Youth Development Certificate

4. Brief description of change:  Changes to required courses in the embedded Youth Development Certificate include addition of RPTS 403, deletion of an RPTS Elective, and a change in RPTS 474 from 4 credits to 3 (separate course change proposal is being submitted).

5. Rationale for change:  A faculty member's departure and replacement with a lecturer left a gap in expertise for some RPTS 474 content; this content is taught in RPTS 403.

   Use the checkboxes below to make sure that all information is included.

7. a. Proposed curriculum attached.  ☑ Yes  ☐ No

   b. Current catalog curriculum with handwritten edits attached.  ☑ Yes  ☐ No

   c. Current Howdy degree evaluation with handwritten edits attached.  ☑ Yes  ☐ No

   Please make sure the attached proposed curriculum, catalog and Howdy degree evaluation match.

8. a. Will degree program hours change (increase/decrease) due to the proposed curriculum changes?  ☐ Yes  ☑ No

   b. If yes, degree program hours will change from:  _________  to:  _________

   c. If yes, is the Texas Higher Education Coordinating Board form attached?  ☑ Yes  ☐ No

   http://www.thecb.state.tx.us/index.cfm?objectid=A0F9F7FA-9A92-4F11-2756AD3BBFF01D60

9. If proposed changes affect other unit(s), are letters of support attached?  ☐ Yes  ☑ No

IMPORTANT NOTE: Curriculum changes submitted through the approval process and fully approved by February (December-UCC/GC, January-Faculty Senate, February-President) will be effective in the next academic year. Changes requiring approval beyond the University should complete the internal approval process early in the fall semester whenever possible in order to ensure timely implementation.

Approval recommended by:

Gary D. Ellis, Ph.D.  6/15/15
Department Head or Program Chair (Type Name & Sign)  Date

Kim Dooley  7/21/15
Dean of College  Date

Chair, College Review Committee  7/10/15
Chair, GC or UCC  Date

Questions regarding this form should be directed to Curricular Services at 845-8201 or sandra.williamson@tamu.edu.
Curricular Services – 04/14
Bachelor of Science
Recreation, Park and Tourism Sciences

University Core Requirements (42 hrs)
Communications (6 hours)
COMM 203 Public Speaking (3)
ENGL 104 Composition and Rhetoric (3)

Mathematics (6 hours)
Select from:
MATH 141 Business Mathematics I (3)
MATH 142 Business Mathematics II (3)
PHIL 240 Introduction to Logic (3)

Life and Physical Sciences (9 hours)
KINE 120 Science of Basic Health and Fitness (1)
RENR 205 Fundamentals of Ecology (3)
RENR 215 Fundamentals of Ecology Lab (1)
Life and physical sciences electives (4)

Language, Philosophy and Culture (3 hours)

Creative Arts (3 hours)

Social and Behavioral Sciences (3 hours)

Government/Political Science (6 hours)
POLS 206 American National Government (3)
POLS 207 State and Local Government (3)

American History (6 hours)
HIST 105 History of the United States (3)
HIST 106 History of the United States (3)

Departmental Core Requirements (22 hrs)
Both of the following classes on Foundational Knowledge

- RPTS 201 Foundations of Recreation, Parks and Tourism (3)
- RPTS 336 Research Methods in Recreation and Tourism (3)

One class on fundamentals of designing and staging recreation and tourism experiences

- RPTS 311 Planning and Implementation of Events and Programs (3)

The following class, providing an overview of tourism and an introduction to marketing recreation, park and tourism products/offenings:

- RPTS 302 Application of Tourism Principles (3)

The following course on diversity in parks, recreation, and tourism:

- RPTS 340 Diverse Populations in Recreation, Parks and Tourism (3) (D)

The following class on career development and internship preparation: RPTS 481 Seminar (1)
Internship: RPTS 484 Internship (6)
Supporting Coursework/Certificate Programs (19 hours each) – RPTS Majors must complete at least one Certificate

<table>
<thead>
<tr>
<th>Tourism Management</th>
<th>Youth Development</th>
<th>Community Recreation &amp; Park Administration</th>
<th>Parks and Conservation</th>
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<tr>
<td>RPTS 320 (3)*</td>
<td>RPTS 304 (3)</td>
<td>RPTS 209 (3)</td>
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<td>RPTS 331 (3)</td>
<td>RPTS 370 (3)</td>
<td>RPTS 304 (3) or 423 (3)</td>
<td>RPTS 307 (3)*</td>
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<td>RPTS 402C (3)*</td>
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<td>RPTS 474W (3)</td>
<td>RPTS 403W (4)</td>
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<td>RPTS Elective (3)</td>
<td>RPTS 478 (3)</td>
<td>RPTS Elective (3)</td>
<td>RPTS/RENR 460W (3)*</td>
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</table>

*Courses eligible for substitution include field-based study courses, study abroad courses and courses taken as a part of a reciprocal exchange experience.

Required Technical Support (12 hrs)
- RENR 201 Computer Applications in Agriculture (3)
- ACCT 209 Survey of Accounting Principles (3)
- ENGL 210 Technical and Business Writing (3)
  - or AGCJ 404 Communicating Agricultural Information to the Public (3)
- STAT 201 Elementary Statistical Inference (3)
  - or STAT 302 Statistical Methods (3)
  - or STAT 303 Statistical Methods (3)

Credits Toward Graduation (total of 120 required):
- University Core: 42
- Departmental Core: 22
- Supporting Coursework/Certificates: 19
- Required Technical Support: 12
- Free Electives: 25
Recreation, Park and Tourism Sciences - BS, Youth Development Certificate

The undergraduate curriculum leading to a Bachelor of Science degree with a major in Recreation, Park and Tourism Sciences provides students with an education in recreation, park and tourism sciences, with an emphasis on problem-solving skills, development of an international perspective and the application of scientific principles to managerial problems. The first two years of studies build a foundation that spans a wide range of disciplines and bodies of knowledge in the arts and sciences and provide the student with an introduction to the history and concepts of recreation, park and tourism sciences. The second two years prepare students with the knowledge and skills for both entry-level positions and for future professional growth in the field. In addition to core courses, students must fulfill requirements for at least one certificate, but may earn additional certificates.

Through the curriculum, students develop the depth and breadth of knowledge needed to scientifically investigate and select among alternatives as well as the intellectual skills to organize and integrate their knowledge in new and more effective patterns. An education in recreation, park and tourism sciences prepares students to become professionals with the capacity to learn from and throughout life.

The department maintains links with other resource-management programs within the University as well as exchange programs with other academic entities. Supporting programs at Texas A&M include the resource management programs in Rangeland Ecology and Management, Wildlife and Fisheries Sciences, and the Sports Management Specialization in the Department of Health and Kinesiology.

Youth Development Certificate

This option focuses on programs and services that contribute to the development of young people’s personal, physical, social and educational abilities. Youth workers are program developers, leaders and managers who need to be able to work with youth, families, organizations and communities. Coursework in this option focuses on positive youth development, program planning and evaluation, methods for working with young people, and societal factors that both contribute to and inhibit the development of young people. Students with an option in this field look forward to careers with non-profit, public and for-profit agencies that supply youth development opportunities for young people. Settings include after-school programs, community programs, camps, outdoor adventure and church-related recreation programs.

Program Requirements

Youth Development Certificate

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<tr>
<th>Course Code</th>
<th>Course Title</th>
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<td>RPTS 304</td>
<td>Administration of Recreation Resource Agencies</td>
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<td>RPTS 370</td>
<td>Youth Development Organizations and Services</td>
<td>3</td>
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<tr>
<td>RPTS 371</td>
<td>Understanding and Developing Effective Skills for Youth Development</td>
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<tr>
<td>RPTS 474</td>
<td>Management of Programs and Services for Youth</td>
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<td>RPTS 478</td>
<td>Youth Development Practice</td>
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<td>RPTS 483</td>
<td>Recreation and Tourism Resources</td>
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<td>Free electives</td>
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Recreation, Park and Tourism Sciences

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<td>Survey of Accounting Principles</td>
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<td>AGG 404</td>
<td>Communicating Agricultural Information to the Public</td>
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<td>or ENGL 210</td>
<td>or Technical and Business Writing</td>
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<td>RENR 201</td>
<td>Computer Applications in Agriculture</td>
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<td>RPTS 201</td>
<td>Foundations of Recreation, Parks and Tourism</td>
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<td>RPTS 302</td>
<td>Application of Tourism Principles</td>
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<td>RPT 311</td>
<td>Planning and Implementation of Events and Programs</td>
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<td>RPTS 336</td>
<td>Research and Analysis in Recreation and Tourism</td>
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<td>RPTS 340</td>
<td>Recreation, Parks, Tourism and Diverse Populations</td>
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<td>RPTS 481</td>
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<td>Business Mathematics I</td>
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<td>MATH 142</td>
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<td>PHIL 240</td>
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<td>KINE 120</td>
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<td>RENR 205</td>
<td>Fundamentals of Ecology</td>
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<td>Fundamentals of Ecology--Laboratory</td>
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<td>&amp; CHEM 111</td>
<td>and Fundamentals of Chemistry Laboratory</td>
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<td>CHEM 103</td>
<td>Structure and Bonding</td>
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<td>&amp; CHEM 113</td>
<td>and Physical and Chemical Principles</td>
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<td>&amp; CHEM 211</td>
<td>and General Chemistry for Engineering Students</td>
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<td>PHYS 218</td>
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<td>Language, Philosophy and Culture</td>
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<td>------------</td>
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<tr>
<td>POLS 206</td>
<td>American National Government</td>
<td>3</td>
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<tr>
<td>POLS 207</td>
<td>State and Local Government</td>
<td>3</td>
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<tr>
<td>HIST 105</td>
<td>History of the United States</td>
<td>3</td>
</tr>
<tr>
<td>HIST 106</td>
<td>History of the United States</td>
<td>3</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>Semester Credit Hours</strong></td>
<td><strong>76</strong></td>
</tr>
</tbody>
</table>

The Graduation requirements include a requirement for 6 hours of international and cultural diversity courses. A course satisfying a Core category, a college/department requirement, or a free elective can be used to satisfy this requirement.
Detail Requirements

Information for Degree Evaluation
This is NOT an official evaluation.

Program Evaluation
Limitation Correspondence: No more than 12 hours of correspondence earned through an accredited institution may be used for an undergraduate degree.

Program: BS RPTS
Catalog Term: Fall 2014 - College Station
Evaluation Term: Spring 2015 - College Station
College: Agriculture & Life Sciences
Expected Graduation Date: 3/1
Degree: Bachelor of Science
Request Number: 381
Level: Undergraduate
Results as of: Jun 10, 2015
Majors: Recreation, Park & Tourism Sc
Minors:
Departments: Recreation, Park & Tourism Sc
Concentrations:

<table>
<thead>
<tr>
<th>Met</th>
<th>Credits</th>
<th>Courses</th>
</tr>
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<tbody>
<tr>
<td>Total Required:</td>
<td>No</td>
<td>120.000</td>
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<tr>
<td>Program GPA:</td>
<td>Yes</td>
<td>.03</td>
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<tr>
<td>Overall GPA:</td>
<td>No</td>
<td>2.00</td>
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</table>

Other Course Information
Transfer: 0.000 0

This is NOT an official evaluation.

Area Major Coursework (22.000 credits) - Not Met

<table>
<thead>
<tr>
<th>Met</th>
<th>Condition Rule</th>
<th>Subject Attribute</th>
<th>Low High</th>
<th>Required Credits</th>
<th>Required Courses</th>
<th>Term Subject Course Title Attribute Credits Grade Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>No</td>
<td>A.</td>
<td>RPTS 201</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>No</td>
<td>AND B.</td>
<td>RPTS 302</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>No</td>
<td>AND C.</td>
<td>RPTS 311</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>No</td>
<td>AND D.</td>
<td>RPTS 336</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>No</td>
<td>AND E.</td>
<td>RPTS 340</td>
<td></td>
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<tr>
<td>No</td>
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<td>RPTS 481</td>
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<tr>
<td>No</td>
<td>AND G.</td>
<td>RPTS 484 6hrs</td>
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</table>

Total Credits and GPA 0.000 .00

unofficial evaluation

Area: Supporting Coursework (19.000 credits) - Not Met
Description: RPTS majors must complete at least one certificate.

<table>
<thead>
<tr>
<th>Met</th>
<th>Condition Rule</th>
<th>Subject Attribute</th>
<th>Low High</th>
<th>Required Credits</th>
<th>Required Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>No</td>
<td>A.</td>
<td>Tourism Management 19hrs</td>
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<td></td>
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</tr>
<tr>
<td>No</td>
<td>OR(</td>
<td>B.</td>
<td>Youth Development 19hrs</td>
<td></td>
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</tr>
<tr>
<td>No</td>
<td>OR(</td>
<td>C.</td>
<td>Community Rec 19hrs</td>
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</tr>
<tr>
<td>No</td>
<td>OR(</td>
<td>D.</td>
<td>Parks Conservation 19hrs</td>
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<td></td>
</tr>
</tbody>
</table>
unofficial evaluation

Area: Creative Arts (3.000 credits) - Not Met
Met: Condition Rule Subject Attribute Low High Required
Credits Courses
No A. Creative Arts Requirement
   Select three hours from any course with the Creative Arts
   attribute [KCPA].

unofficial evaluation

Area: Social and Behavioral Sciences (3.000 credits) - Not Met
Met: Condition Rule Subject Attribute Low High Required
Credits Courses
No A. Social Science Rqmt 3hrs
   Select from courses with the Social and Behavioral Science
   attribute [KSCS].

unofficial evaluation

Area: Citizenship (12.000 credits) - Not Met
Description: Completion of 4 semesters of Upper-Level ROTC may be substituted for 3 hours of American History and 3 hours of Political Science.
Met: Condition Rule Subject Attribute Low High Required
Credits Courses
No A. American History Rqmt 6hrs
   Select from any course with the [KHS] attribute.
No AND B. Political Science Rqmt 6hrs
   Take POLS 206 and POLS 207.

unofficial evaluation

Area: General Electives (25.000 credits) - Not Met
Met: Condition Rule Subject Attribute Low High Required
Credits Courses
No A. General Electives 25hrs

unofficial evaluation

Area: Work Not Applied - Met
Description: See advisor for acceptable substitutions.
Met: Condition Rule Subject Attribute Low High Required
Credits Courses
No A. Courses not applied

unofficial evaluation
CHANGE IN CURRICULUM

COLLEGE OF AGRICULTURE AND LIFE SCIENCES
DEPARTMENT OF RECREATION, PARK AND TOURISM SCIENCES
TOURISM AND HOSPITALITY MANAGEMENT CERTIFICATE
Texas A&M University
Request for a Change in Curriculum
Undergraduate • Graduate • Professional

1. Program request type: ☑ Undergraduate ☐ Graduate ☐ First Professional (e.g., DPM, JD, MD, etc.)

2. Request change for: ☐ Degree Program ☐ Minor ☑ Certificate

3. Request submitted by (Department or Program Name): Recreation, Park and Tourism Sciences

   Program Designation and Name
   (e.g., B.A. in History, Minor in History, Certificate in European Union): Tourism and Hospitality Management - Certificate

4. Brief description of change: Revise the name of the certificate to Hospitality Management. Code the Certificate as Standalone instead of Embedded. In addition to U1-U4, students with U5, G6, G7 and G8 status may apply.

6. Rationale for change: The original name causes confusion because we have an Embedded Certificate entitled "Tourism Management." This Certificate was always intended to be Stand-alone, but the initial form contained an error. We wish to accommodate U5 and higher students with an interest in this Certificate, with particular applicability to athletes who have 2 semesters of eligibility after completing their bachelor's degree, but are not good candidates for graduate school. G6 and G7 students from other Colleges have expressed interest and obtained permission from their advisors to apply for the Certificate.

7. a. Proposed curriculum attached.  ☑ Yes ☐ No

   b. Current catalog curriculum with handwritten edits attached.  ☑ Yes ☐ No

   c. Current Howdy degree evaluation with handwritten edits attached.
      Please make sure the attached proposed curriculum, catalog and Howdy degree evaluation match.
      ☑ Yes ☐ No

8. a. Will degree program hours change (increase/decrease) due to the proposed curriculum changes?  ☐ Yes ☑ No

   b. If yes, degree program hours will change from: __________ to: __________

   c. If yes, is the Texas Higher Education Coordinating Board form attached?
      http://www.thecb.state.tx.us/index.cfm?objectid=A0F9F7FA-9A92-4F11-2756AD3BBFF01D60
      ☑ Yes ☐ No

9. If proposed changes affect other unit(s), are letters of support attached?  ☑ Yes ☐ No

IMPORTANT NOTE: Curriculum changes submitted through the approval process and fully approved by February (December-UCC/GC, January-Faculty Senate, February-President) will be effective in the next academic year. Changes requiring approval beyond the University should complete the internal approval process early in the fall semester whenever possible in order to ensure timely implementation.

Approval recommended by:

Gary D. Ellis, PhD
Department Head or Program Chair (Type Name & Sign)  6/15/15  Date

Dean of College

Chair, College Review Committee  7/10/15  Date

Chair, GC or UCC

Questions regarding this form should be directed to Curricular Services at 845-8201 or sandra.williams@tamu.edu.
Curricular Services – 04/14
Hospitality Management Certificate Program
Department of Recreation, Park & Tourism Sciences, Texas A&M University
Open to All Majors

The Hospitality Management Certificate Program (HMCP), offered by the Department of Recreation, Park and Tourism Sciences, is designed to provide students with an understanding of the planning, analysis, and decision-making techniques needed for management positions in the tourism and hospitality industries. Students will study and develop skills related to principles of management, sustainability, development, cultural tolerance, marketing, finance, and service quality as they apply to the hospitality and tourism industries.

The HMCP requires a minimum of 15 credit hours in designated courses, all of which are to be taken online. If a student has taken the on-campus version of any course prior to enrollment in the Certificate, it may be substituted for the on-line version with permission of the RPTS academic advisor. Students must earn a grade of “C” or better in each course used to meet the requirements, and an overall average of at least 2.5 in applicable coursework.

All TAMU undergraduate students, including U5 students, as well as graduate students with G6, G7 or G8 status (with permission of their advisors) may apply for admission to the certificate program. Specific certificate requirements, details and an application are available at http://rpts.tamu.edu/online-tourism-and-hospitality-management-certificate/ and in the Undergraduate Programs Office of the department of Recreation, Park and Tourism Sciences. Students are encouraged to apply prior to completing coursework as there is no guarantee of admission to the program.

Applicants must fulfill the following requirements in order to be considered for the program:

- An overall TAMU GPA of 2.0 or higher is required for acceptance into the HMCP.
- Must complete the HMCP application and essay.

<table>
<thead>
<tr>
<th>Prefix and Number</th>
<th>Required Courses</th>
<th>SCH</th>
</tr>
</thead>
<tbody>
<tr>
<td>RPTS 302</td>
<td>Application of Tourism Principles</td>
<td>3</td>
</tr>
<tr>
<td>RPTS 331</td>
<td>Tourism Marketing (pre-requisite: RPTS 302)</td>
<td>3</td>
</tr>
<tr>
<td>RPTS 421</td>
<td>Planning and Implementation of Events in Resorts and Hotels (pre-requisite: RPTS 302)</td>
<td>3</td>
</tr>
<tr>
<td>RPTS 423</td>
<td>Tourism Management (pre-requisite: RPTS 302)</td>
<td>3</td>
</tr>
<tr>
<td>RPTS 444</td>
<td>Service Quality for Hospitality Organizations (pre-requisite: RPTS 302)</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL SCH 15
Course Descriptions:

RPTS 302 - APPLIC TOURISM PRINCIPLES
Application of Tourism Principles. (3-0). Credit 3. Tourism principles applied at local, regional and international levels; examination of the scale, scope and organization of the industry including marketing destinations and experiences; issues related to the economic, technological and political aspects of tourism.

RPTS 331 - TOURISM MARKETING
Tourism Marketing. (3-0). Credit 3. Application of basic tourism marketing principles and concepts in government, business, and social-cause contexts; situation analysis and operational evaluation; decision making in terms of product, place, price, and channel of distribution mixes for tourism attractions and services. Prerequisite: RPTS 302.

RPTS 421 - PLAN IMPLEMT OF EVENTS
Planning and Implementation of Events in Resorts and Hotels. (3-0). Credit 3. Principles and applications for effective planning and management of events in resorts and hotels; planning, promotion, operational logistics, sponsorship and evaluation. Prerequisite: RPTS 302.

RPTS 423 - TOURISM MGMT
Tourism Management. (3-0). Credit 3. Management issues and tools related to the travel and tourism industry; history, planning, operations, leading, directing and controlling tourism businesses; complexity and scope of tourism systems; issues related to ethics and sustainability; managing tourism in different environments; roles of technology and information technology; future of tourism. Prerequisite: RPTS 302.

RPTS 444 - SERVQUAL FOR HOSP ORGS
Service Quality for Hospitality Organizations. (3-0). Credit 3. Application of SERVQUAL concepts with focus on implementing measures to enhance customer service; in-depth study of planning and administering hospitality services strategies, measurement of service delivery, repair and recovery of service delivery gaps, and management and training of employees; practical applications of research in the field. Prerequisite: RPTS 302.
Tourism and Hospitality Management - Certificate

The Certificate in Tourism and Hospitality Management, offered by the Department of Recreation, Park and Tourism Sciences, is designed to provide students with an understanding of the planning, analysis, and decision-making techniques needed for management positions in the tourism and hospitality industries. Students will study and develop skills related to principles of management, sustainability, development, cultural tolerance, marketing, finance, and service quality as they apply to the hospitality and tourism industries.

Program Requirements

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>RPTS 302</td>
<td>Application of Tourism Principles</td>
<td>3</td>
</tr>
<tr>
<td>RPTS 331</td>
<td>Tourism Marketing</td>
<td>3</td>
</tr>
<tr>
<td>RPTS 421</td>
<td>Planning and Implementation of Events in Resorts and Hotels</td>
<td>3</td>
</tr>
<tr>
<td>RPTS 423</td>
<td>Tourism Management</td>
<td>3</td>
</tr>
<tr>
<td>RPTS 444</td>
<td>Service Quality for Hospitality Organizations</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total Semester Credit Hours</strong></td>
<td><strong>15</strong></td>
<td></td>
</tr>
</tbody>
</table>
CHANGE IN CURRICULUM

COLLEGE OF AGRICULTURE AND LIFE SCIENCES
DEPARTMENT OF WILDLIFE AND FISHERIES SCIENCES
MINOR IN WILDLIFE AND FISHERIES SCIENCES
Texas A&M University
Request for a Change in Curriculum
Undergraduate • Graduate • Professional

1. Program request type: ☒ Undergraduate  ☐ Graduate  ☐ First Professional (e.g., DVM, JD, MD, etc.)

2. Request change for: ☐ Degree Program  ☒ Minor  ☐ Certificate

3. Request submitted by (Department or Program Name):
   Program Designation and Name
   (e.g., B.A. in History, Minor in History, Certificate in European Union):
   Wildlife and Fisheries Science
   Minor in Wildlife and Fisheries Science

4. Brief description of change: Instead of choosing between WFSC 408 & WFSC 417, students can now choose between WFSC 408, WFSC 444, WFSC 447, WFSC 448, WFSC 404, and WFSC 425

5. Rationale for change: We want to give students more choices for what they could choose to complete their minor.

Use the checkboxes below to make sure that all information is included.

7. a. Proposed curriculum attached. ☒ Yes  ☐ No
   b. Current catalog curriculum with handwritten edits attached. ☒ Yes  ☐ No
   c. Current Howdy degree evaluation with handwritten edits attached. ☒ Yes  ☐ No

   Please make sure the attached proposed curriculum, catalog and Howdy degree evaluation match.

8. a. Will degree program hours change (increase/decrease) due to the proposed curriculum changes? ☐ Yes  ☒ No
   b. If yes, degree program hours will change from: ________ to: ________
   c. If yes, is the Texas Higher Education Coordinating Board form attached? ☐ Yes  ☐ No

9. If proposed changes affect other unit(s), are letters of support attached? ☐ Yes  ☐ No

IMPORTANT NOTE: Curriculum changes submitted through the approval process and fully approved by February (December-UCC/GC, January-Faculty Senate, February-President) will be effective in the next academic year. Changes requiring approval beyond the University should complete the internal approval process early in the fall semester whenever possible in order to ensure timely implementation.

Approval recommended by:

[Signature]
Department Head or Program Chair (Type Name & Sign)  Date

[Signature]
Chair, College Review Committee  Date

[Signature]
Dean of College  Date

[Signature]
Chair, GC or UCC  Date

Questions regarding this form should be directed to Curricular Services at 845.8201 or sandra-williams@tamu.edu
Curricular Services – 04/14

![RECEIVED]
JUN 16 2015
Curricular Services
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>WFSC 302</td>
<td>Natural History of the Vertebrates</td>
<td>3</td>
</tr>
<tr>
<td>WFSC 304</td>
<td>Wildlife and Fisheries Conservation</td>
<td>3</td>
</tr>
<tr>
<td>WFSC 403</td>
<td>Animal Ecology</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Select one of the following:</td>
<td>3</td>
</tr>
<tr>
<td>WFSC 311</td>
<td>Ichthyology (*)</td>
<td></td>
</tr>
<tr>
<td>WFSC 401</td>
<td>General Mammalogy</td>
<td></td>
</tr>
<tr>
<td>WFSC 402</td>
<td>General Ornithology</td>
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<tr>
<td></td>
<td>Select one of the following:</td>
<td>3</td>
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<tr>
<td>WFSC 405</td>
<td>Urban Wildlife and Fisheries</td>
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</tr>
<tr>
<td>WFSC 406</td>
<td>Conservation Biology and Wildlife Habitat Management</td>
<td></td>
</tr>
<tr>
<td>WFSC 410</td>
<td>Principles of Fisheries Management (*)</td>
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<tr>
<td></td>
<td>Select one of the following</td>
<td>3</td>
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<tr>
<td>WFSC 408</td>
<td>Techniques of Wildlife Management</td>
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</tr>
<tr>
<td>WFSC 417</td>
<td>Biology of Fishes (*)</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>(*): Aquatic courses</td>
<td></td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>WFSC 444</td>
<td></td>
</tr>
<tr>
<td>WFSC 448</td>
<td></td>
</tr>
<tr>
<td>WFSC 404</td>
<td></td>
</tr>
<tr>
<td>WFSC 425</td>
<td></td>
</tr>
<tr>
<td>WFSC 447</td>
<td></td>
</tr>
</tbody>
</table>

Total Semester Credit Hours: 18

Students must choose at least one terrestrial and one aquatic course.
Minor Field of Study
Wildlife and Fisheries Sciences

Students wishing to take courses leading to a minor field of study in Wildlife and Fisheries Sciences will complete the following list of course requirements. Please note there are prerequisites for WFSC 304 and 302. (See footnotes)

All students must take the following courses:

- WFSC 304 3 Cr Wildlife & Fisheries Management
- WFSC 302 3 Cr Natural History of the vertebrates
- WFSC 403 3 Cr Animal Ecology

Select 1 course in each of the following three categories of 300-400 level courses.

Students must choose at least one terrestrial and one aquatic course.

1) WFSC 311 3 Cr Ichthyology*
   WFSC 401 3 Cr Mammalogy
   WFSC 402 3 Cr General Ornithology

2) WFSC 405 3 Cr Urban Wildlife and Fisheries
   WFSC 406 4 Cr Conservation Biology and Habitat Management
   WFSC 410 4 Cr Principles of Fisheries Management*

3) WFSC 408 3 Cr Techniques of Wildlife Management
   WFSC 444 3 Cr Aquaculture I: Principles and Practices*
   WFSC 448 3 Cr Fish Ecophysiology*
   WTSC 404 3 Cr Aquatic Ecosystems*
   WFSC 425 3 Cr Marine Fisheries*

*Aquatic Courses

1 WFSC 304 has a prerequisite of RENR 203, Fundamentals of Ecology.
2 WFSC 302 has a prerequisite of BIOL 111 & 112, Biology I & II
   Or
   BIOL 101, Botany & BIOL 107, Zoology.
Area: Wildlife & Fisheries Sci Minor (18.000 credits) - Not Met
Description: No grade below a 'C' is acceptable.
Condition Rule: Must have at least one terrestrial and one aquatic course.

<table>
<thead>
<tr>
<th>No</th>
<th>Subject</th>
<th>Attrtibute</th>
<th>Credits</th>
<th>Course Title</th>
<th>Grade</th>
<th>Source</th>
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</thead>
<tbody>
<tr>
<td>A</td>
<td>Elective I 9hrs</td>
<td>Must make a grade of 'C' or better. Select from WFSC</td>
<td>201531 WFSC 403</td>
<td>ANIMAL ECOLOGY</td>
<td>3.000</td>
<td>R</td>
</tr>
<tr>
<td>B</td>
<td>Elective II 3hrs</td>
<td>Must make a grade of 'C' or better. Select from WFSC</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>C</td>
<td>Elective III 3hrs</td>
<td>Must make a grade of 'C' or better. Select from WFSC</td>
<td>405-406, 410</td>
<td></td>
<td></td>
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<tr>
<td>D</td>
<td>Elective IV 3hrs</td>
<td>Must make a grade of 'C' or better. Select from WFSC</td>
<td>408, 424</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total Credits and GPA: 18.000 3.000

unofficial evaluation
**Minor Field of Study**

**Wildlife and Fisheries Sciences**

Students wishing to take courses leading to a minor field of study in Wildlife and Fisheries Sciences will complete the following list of course requirements. Please note there are prerequisites for WFSC 304 and 302. (See footnotes)

All students must take the following courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>WFSC 304</td>
<td>3 Cr</td>
<td>Wildlife &amp; Fisheries Management</td>
</tr>
<tr>
<td>WFSC 302</td>
<td>3 Cr</td>
<td>Natural History of the vertebrates</td>
</tr>
<tr>
<td>WFSC 403</td>
<td>3 Cr</td>
<td>Animal Ecology</td>
</tr>
</tbody>
</table>

Select 1 course in each of the following three categories of 300-400 level courses.

Students must choose at least one terrestrial and one aquatic course:

1)  
- WFSC 311 3 Cr Ichthyology*  
- WFSC 401 3Cr Mammalogy  
- WFSC 402 3Cr General Ornithology

2)  
- WFSC 405 3Cr Urban Wildlife and Fisheries Conservation Biology and Habitat Management  
- WFSC 406 4Cr Principles of Fisheries Management*  
- WFSC 410 4Cr

3)  
- WFSC 408 3Cr Techniques of Wildlife Management  
- WFSC 444 3Cr Aquaculture I: Principles and Practices*  
- WFSC 448 3Cr Fish Ecophysiology*  
- WFSC 404 3Cr Aquatic Ecosystems*  
- WFSC 425 3Cr Marine Fisheries*  
- WFSC 447 3Cr Aquaculture II: Aquatic Animal Nutrition, Feeding & Disease Management*

*Aquatic Courses

1 WFSC 304 has a prerequisite of RENR 205, Fundamentals of Ecology.
2 WFSC 302 has a prerequisite of BIOL 111 & 112, Biology I & II
Or
BIOL 101, Botany & BIOL 107, Zoology.
CHANGE IN CURRICULUM

Dwight Look College of Engineering
Department of Materials Science and Engineering
Minor in Materials Science and Engineering
Texas A&M University
Request for a Change in Curriculum
Undergraduate + Graduate + Professional

1. Program request type: 
   - [ ] Undergraduate
   - [ ] Graduate
   - [ ] First Professional (e.g., DVM, JD, MD, etc.)
   - [ ] Degree Program
   - [ ] Minor
   - [ ] Certificate

2. Request change for:
   
3. Request submitted by (Department or Program Name):
   
4. Program Designation and Name:
   - Department of Materials Science and Engineering
   - Minor in Materials Science and Engineering

5. Brief description of change:
   Change technical elective MSEN 685 to MSEN 491.

6. Rationale for change:
The MSEN minor curriculum initially included “optional” graduate-level research credits (MSEN 685) as one potential technical elective. For an undergraduate minor, graduate-level research credits are less appropriate than undergraduate-level course research credits (MSEN 491). Therefore, we are updating the curriculum to reflect a more suitable course, while maintaining the original intent of the curriculum.

Use the checkboxes below to make sure that all information is included.

7. a. Proposed curriculum attached. [ ] Yes [ ] No
    b. Current catalog curriculum with handwritten edits attached. [ ] Yes [ ] No
    c. Current Howdy degree evaluation with handwritten edits attached. [ ] Yes [ ] No
       Please make sure the attached proposed curriculum, catalog and Howdy degree evaluation match.

8. a. Will degree program hours change (increase/decrease) due to the proposed curriculum changes? [ ] Yes [ ] No
    b. If yes, degree program hours will change from: ______ to: ______
    c. If yes, is the Texas Higher Education Coordinating Board form attached? [ ] Yes [ ] No
       http://www.thecb.state.tx.us/index.cfm?objectid=A0F9F7EA-9A92-4F11-2756AD3BBFF01D6

9. If proposed changes affect other unit(s), are letters of support attached? [ ] Yes [ ] No

IMPORTANT NOTE: Curriculum changes submitted through the approval process and fully approved by February (December-UCC/GC, January-Faculty Senate, February-President) will be effective in the next academic year. Changes requiring approval beyond the University should complete the internal approval process early in the fall semester whenever possible in order to ensure timely implementation.

Approval recommended by:
Dr. Miladin Radovic
Department Head or Program Chair (Type Name & Sign) Date 06/01/2015

Dean of College Date

Chair, College Review Committee Date

Chair, GC or UCC Date

Questions regarding this form should be directed to Curricular Services at 845-8201 or sandra.williams@tamu.edu
Curricular Services – 04/14
Materials Science and Engineering Minor

The Materials Science and Engineering Minor is designed to provide a strong materials science educational program for undergraduate engineering majors and to integrate a materials focus into their undergraduate training. The minor is intended for students who are interested in broadening their undergraduate major program of study to incorporate a fundamental understanding of materials processing, and structure–property relationships to complement their major degree. Thus, the minor offers students the flexibility to select relevant coursework in order to customize this program of study to best suit the particular students intended area of focus (with consultation of the MSEN faculty advisor).

The Materials Science and Engineering Minor consists of a minimum of (5) three-hour courses for a total of 15 credit hours, with up to 6 credit hours in materials courses within their major. All students are required to have completed a pre-requisite prior to applying for the minor: MSEN 201 – Engineering Materials: From Structures to Properties (or equivalent course). Two three-hour courses (6 credit hours) are selected from a list of core MSEN undergraduate courses. The remaining (3) three-hour courses (9 credit hours) are selected from upper-level materials-focused technical electives. With the permission of the MSEN faculty advisor, students may substitute up to (2) technical electives with courses from their major department with a primary focus on materials science and engineering. Completion of the minor will be recorded on the student's University transcript.

Guidelines

Students should complete the MSEN minor application form and consult with the MSEN faculty advisor, prior to formally registering for the minor. The academic advisor in a students' major department is responsible for officially enrolling students in the minor program.

Requirements

- Consult with academic advisor in major department to formally register for the minor.
- Be in good academic standing within major department (GPR of 2.5 and higher).
- Obtain a "C" or better in each course taken towards minor.
- Achieve an overall GPR of 2.5 in approved minor coursework.
- Submit completed minor worksheet to the Department of Materials Science and Engineering undergraduate advisor upon registering for final course(s) to complete minor requirements.
Course Requirement Summary

To earn the Minor in Materials Science & Engineering, a student must first complete the pre-requisite introductory materials course. Subsequently, a total of five materials science courses (15 hours), at least two of which are selected from the list of core materials science courses, the balance composed of materials science technical electives.

Pre-requisites:

- MSEN 201* – Engineering Materials: From Structures to Properties

* Or equivalent introductory materials course with faculty advisor approval.

Select at least two of the following Core MSEN undergraduate courses:

- MSEN 310 Structure of Materials
- MSEN 420 Polymer Science
- MSEN 489/MSEN 625 Mechanical Behavior of Materials
- MSEN 460 Electronic, Optical, and Magnetic Properties of Materials

Technical Elective MSEN undergraduate courses*:

- MSEN 410 Materials Processing
- MSEN 489 Nanoscience & Nanomaterials
- MSEN 489 Materials Corrosion
- MSEN 489/MEE 458 Processing and Characterization of Polymers
- MSEN 489/MSEN 628 Fundamentals of Ceramics
- MSEN 489/MEE 618/MEE 471 Elements of Composite Materials
- MSEN 685 MSEN 491 Individual Research (PROPOSED CHANGE)

* Upon consultation with the materials science faculty advisor, up to 2 upper-level technical electives in the student’s major department may be accepted in place of these courses.
For more information:

Jules Henry
Department of Materials Science & Engineering
210 Reed McDonald
3003 TAMU
College Station, TX 77843-3003

Email:  jules.henry@tamu.edu
Phone: (979) 862-1089
Fax: (979) 862-6835
CHANGE IN CURRICULUM

Dwight Look College of Engineering
Department of Petroleum Engineering
BS in Petroleum Engineering
Texas A&M University  
Request for a Change in Curriculum  
Undergraduate • Graduate • Professional  

1. Program request type:  
   ☑ Undergraduate    ☐ Graduate    ☐ First Professional (e.g., DVM, JD, MD, etc.)  

2. Request change for:  
   ☑ Degree Program    ☐ Minor    ☐ Certificate  

3. Request submitted by (Department or Program Name):  
   Petroleum Engineering  

4. Program Designation and Name  
   (e.g., B.A. in History, Minor in History, Certificate in European Union):  
   B.S. in Petroleum Engineering  

5. Brief description of change:  
   PETE 337 and PETE 437 added so students can register for their Student Paper Contest degree requirement which has been eliminated from PETE 335 and PETE 435. Undergraduate Student Paper Contest requirement deleted from additional requirements of the degree evaluation. PETE 300 (internship requirement) moved from degree evaluation additional requirements to detail requirements in the degree evaluation (see attached). PETE 300, PETE 337 and PETE 437 are zero credit courses.  

6. Rationale for change:  
   Since all PETE courses are now offered both Fall and Spring semester, having students register for their Student Paper Contest degree requirements will facilitate completion of their degree requirements, and enable the department to better track student completion.  

---  

Use the checkboxes below to make sure that all information is included.  

7.  
   a. Proposed curriculum attached. ☐ Yes ☑ No  
   b. Current catalog curriculum with handwritten edits attached. ☑ Yes ☐ No  
   c. Current Howdy degree evaluation with handwritten edits attached. ☑ Yes ☐ No  

   Please make sure the attached proposed curriculum, catalog and Howdy degree evaluation match.  

8.  
   a. Will degree program hours change (increase/decrease) due to the proposed curriculum changes? ☐ Yes ☑ No  
   b. If yes, degree program hours will change  
      from: ________  
      to: ________  
   c. If yes, is the Texas Higher Education Coordinating Board form attached? ☑ Yes ☐ No  

   http://www.thecb.state.tx.us/index.cfm?objectid=A0F9F7EA-9A92-4F11-2756AD3BBFF01D60  

9. If proposed changes affect other unit(s), are letters of support attached? ☑ Yes ☐ No  

IMPORTANT NOTE: Curriculum changes submitted through the approval process and fully approved by February (December-UCC/GC, January-Faculty Senate, February-President) will be effective in the next academic year. Changes requiring approval beyond the University should complete the internal approval process early in the fall semester whenever possible in order to ensure timely implementation.  

---  

Approval recommended by:  

A. D. Hill  

Department Head or Program Chair (Type Name & Sign) Date  

Dean of College Date  

Chair, College Review Committee Date  

Chair, GC or UCC Date  

---  

Questions regarding this form should be directed to Curricular Services at 845-8201 or sandra.walsh@tamu.edu.  
Curricular Services – 04/14
The Department of Petroleum Engineering offers a BS in Petroleum Engineering.

**Program Requirements**

The freshman year is identical for degrees in aerospace engineering, biomedical engineering, civil engineering, computer engineering, electrical engineering, industrial engineering, mechanical engineering, nuclear engineering, ocean engineering, and petroleum engineering thus allowing a student with adequate grades to change majors within the Dwight Look College of Engineering. The freshman year is slightly different for chemical engineering and radiological health engineering in that students take CHEE 101/111 and CHEM 102/112 instead of CHEM 107/117. Students pursuing degrees in biological and agricultural engineering, computer science, engineering technology, or industrial distribution should refer to the specific curriculum for these majors. It is recognized that many students will change the sequence and number of courses taken in any semester. Deviations from the prescribed course sequence, however, should be made with care to ensure that prerequisites for all courses are met. In addition to the freshman year curriculum listed below, students should refer to the specific curriculum for each major for other requirements. Before commencing course work in the major, students must be admitted to the major or have the approval of the department.

### First Year

<table>
<thead>
<tr>
<th>Semester</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall</td>
<td></td>
</tr>
<tr>
<td>ENGL 104</td>
<td>Composition and Rhetoric 1</td>
</tr>
<tr>
<td>ENGR 111</td>
<td>Foundations of Engineering I 1</td>
</tr>
<tr>
<td>MATH 151</td>
<td>Engineering Mathematics I 1,2</td>
</tr>
<tr>
<td>PHYS 218</td>
<td>Mechanics 1</td>
</tr>
<tr>
<td>University Core Curriculum 3</td>
<td>3</td>
</tr>
<tr>
<td><strong>Term Semester Credit Hours</strong></td>
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### Second Year

<table>
<thead>
<tr>
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<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
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</tr>
<tr>
<td>COMM 205</td>
<td>Communication for Technical Professions</td>
</tr>
<tr>
<td>GEO 104</td>
<td>Physical Geology</td>
</tr>
<tr>
<td>MATH 251</td>
<td>Engineering Mathematics III</td>
</tr>
<tr>
<td>MEEN 221</td>
<td>Statics and Particle Dynamics</td>
</tr>
<tr>
<td>PETE 225</td>
<td>Introduction to Drilling Systems</td>
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<tr>
<td><strong>Term Semester Credit Hours</strong></td>
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<table>
<thead>
<tr>
<th>Spring</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td>CVEN 305</td>
<td>Mechanics of Materials</td>
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<tr>
<td>MATH 308</td>
<td>Differential Equations</td>
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<tr>
<td>MEEN 315</td>
<td>Principles of Thermodynamics</td>
</tr>
<tr>
<td>PETE 311</td>
<td>Reservoir Petrophysics</td>
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<tr>
<td><strong>University Core Curriculum 3</strong></td>
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<tr>
<td><strong>Term Semester Credit Hours</strong></td>
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### Third Year

<table>
<thead>
<tr>
<th>Semester</th>
<th>Credit Hours</th>
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<tr>
<td>Fall</td>
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</tr>
<tr>
<td>GEOL 404</td>
<td>Geology of Petroleum</td>
</tr>
<tr>
<td>PETE 301</td>
<td>Petroleum Engineering Numerical Methods</td>
</tr>
<tr>
<td>PETE 310</td>
<td>Reservoir Fluids</td>
</tr>
<tr>
<td>PETE 314</td>
<td>Transport Processes in Petroleum Production</td>
</tr>
<tr>
<td><strong>Technical Presentations 1</strong></td>
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<tr>
<td>PETE 335</td>
<td>Petroleum Project Evaluation</td>
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<td><strong>Term Semester Credit Hours</strong></td>
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### Spring

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<th>Credit Hours</th>
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<tbody>
<tr>
<td>PETE 321</td>
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<tr>
<td>PETE 323</td>
</tr>
<tr>
<td>PETE 324</td>
</tr>
<tr>
<td>PETE 325</td>
</tr>
<tr>
<td>PETE 355</td>
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<td><strong>Term Semester Credit Hours</strong></td>
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### Summer

<table>
<thead>
<tr>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td>PETE 300</td>
</tr>
<tr>
<td><strong>Term Semester Credit Hours</strong></td>
</tr>
</tbody>
</table>

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1. A grade of C or better is required.
2. Entering students will be given a math placement exam. Test results will be used in selecting the appropriate starting course which may be at a higher or lower level.
3. Of the 18 hours shown as University Core Curriculum electives, 3 must be from creative arts, 3 from social and behavioral sciences, 6 from American history, and 6 from government/political science. The required 6 hours from international and cultural diversity may be met by courses satisfying the creative arts, social and behavioral sciences, and American history requirements if they are also on the approved list of international and cultural diversity courses.
4. BMEN, CHEN and RHEN require 8 hours of freshman chemistry, which may be satisfied by CHEM 101/CHEN 111 or CHEM 107/CHEN 117 and CHEM 102/CHEN 112; Credit by Examination (CBE) for CHEM 101/CHEN 111 or CHEM 107/CHEN 117 plus CHEM 102/CHEN 112; or 8 hours of CBE for CHEM 101/CHEN 111 or CHEM 107/CHEN 117 and CHEM 102/CHEN 112.
Fourth Year

Fall
PETE 401  Reservoir Simulation  2
PETE 404  Integrated Reservoir Modeling  3
PETE 410  Production Engineering  3
PETE 435  Technical Presentations II  1
University Core Curriculum $^3$  6

Term Semester Credit Hours  15

Spring
ENGR 482/PHIL  Ethics and Engineering  3
PETE 402  Integrated Asset Development  3
Technical elective  6
University Core Curriculum $^3$  3

Term Semester Credit Hours  15

Total Semester Credit Hours: 95

---

$^2$ Independent study of a petroleum engineering problem; the solution of which will be documented by an oral presentation at the departmental student paper contest held during the same academic year.

$^3$ As approved by the department head; see engineering.tamu.edu/petroleum for a list of approved courses.

Total Program Hours 128
Information for Degree Evaluation

- This is NOT an official evaluation.

**Program Evaluation**

Limitation Correspondence: No more than 12 hours of correspondence earned through an accredited institution may be used for an undergraduate degree.

Limitation Combination: Maximum combination of 18 hours of 481, 482, 485 and/or 491 courses may be used for an undergraduate degree.

<table>
<thead>
<tr>
<th>Program</th>
<th>Catalog Term</th>
<th>Expected Graduation Date</th>
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<tr>
<td>BS PTE</td>
<td>Fall 2014 - College Station</td>
<td></td>
</tr>
<tr>
<td>Campus :</td>
<td>College Station</td>
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</tr>
<tr>
<td>College :</td>
<td>Dwight Look College of Engr</td>
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</tr>
<tr>
<td>Degree :</td>
<td>Bachelor of Science</td>
<td></td>
</tr>
<tr>
<td>Level :</td>
<td>Undergraduate</td>
<td></td>
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<tr>
<td>Majors :</td>
<td>Petroleum Engineering</td>
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</tr>
<tr>
<td>Departments : Petroleum Engineering</td>
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<table>
<thead>
<tr>
<th>Met</th>
<th>Credits</th>
<th>Courses</th>
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<tbody>
<tr>
<td></td>
<td>Required</td>
<td>Used</td>
</tr>
<tr>
<td>Total Required</td>
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<tr>
<td>Program GPA</td>
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<tr>
<td>Overall GPA</td>
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This is NOT an official evaluation.

**Area Major Coursework (56.000 credits) - Not Met**

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<tr>
<th>Met</th>
<th>Condition</th>
<th>Rule</th>
<th>Subject</th>
<th>Attribute</th>
<th>Low High Credits</th>
<th>Required Credits</th>
<th>Required Term</th>
<th>Subject Course Title</th>
<th>Attribute Credits</th>
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<tbody>
<tr>
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<td>PETE 225</td>
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unofficial evaluation
### Area Supporting Coursework (28.000 credits) - Not Met

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<th>No</th>
<th>A. Technical Electives 6hrs</th>
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<tr>
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<td>Choose from ETE 406, 416, 400-499; GEOL 305, 312, 410; GEOP 421; GEOS 470; MATH 304, 400-499 (excluding 403, 417, and 485); CHEM 439, 461; SENG 430; ECEN 215, 303, 314; IEEN 315, 420; CSCE 442; CIVEN 301, 339, 402, 406, 413; ECON 435; ESSM 305.</td>
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<thead>
<tr>
<th>No AND</th>
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<tbody>
<tr>
<td></td>
<td>Must make a grade of 'C' or better.</td>
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<tr>
<th>No AND</th>
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<tbody>
<tr>
<td></td>
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<tr>
<th>No AND</th>
<th>D. MEEN 221</th>
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<tr>
<th>No AND</th>
<th>E. MEEN 315</th>
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<tr>
<th>No AND</th>
<th>F. CIVEN 305</th>
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<tr>
<th>No AND</th>
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<table>
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<tr>
<th>No AND</th>
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Total Credits and GPA 0.000 .00

**unofficial evaluation**

### Area Communication (6.000 credits) - Not Met

<table>
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<tr>
<th>No</th>
<th>A. ENGL 104</th>
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<table>
<thead>
<tr>
<th>No AND</th>
<th>B. COMM 205 [COMM 203 or ENGL 200]</th>
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Total Credits and GPA 0.000 .00

**unofficial evaluation**

### Area Mathematics (8.000 credits) - Not Met

<table>
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<tr>
<th>No</th>
<th>A. MATH 151</th>
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<thead>
<tr>
<th>No AND</th>
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Total Credits and GPA 0.000 .00

**unofficial evaluation**

### Area Life and Physical Sciences (12.000 credits) - Not Met

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<th>No</th>
<th>A. CHEM 107 and 117</th>
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<table>
<thead>
<tr>
<th>No AND</th>
<th>B. PHYS 218</th>
</tr>
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<table>
<thead>
<tr>
<th>No AND</th>
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Total Credits and GPA 0.000 .00

**unofficial evaluation**

### Area Language, Philosophy & Culture (3.000 credits) - Not Met

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<th>No</th>
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<table>
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<tr>
<th>No AND</th>
<th>B. PHYS 218</th>
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</thead>
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<table>
<thead>
<tr>
<th>No AND</th>
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Total Credits and GPA 0.000 .00

**unofficial evaluation**
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<thead>
<tr>
<th>Area</th>
<th>Credits</th>
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<tbody>
<tr>
<td>Creative Arts (3.000 credits) - Not Met</td>
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<td>Select three hours from any course with the Creative Arts attribute (HCRA).</td>
</tr>
<tr>
<td>Social and Behavioral Sciences (3.000 credits) - Not Met</td>
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<td>Select from courses with the Social and Behavioral Science attribute (KSOC).</td>
</tr>
<tr>
<td>Citizenship (12.000 credits) - Not Met</td>
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<td>Completion of 4 semesters of Upper-Level ROTC may be substituted for 3 hours of American History and 3 hours of Political Science.</td>
</tr>
<tr>
<td>Work Not Applied - Met</td>
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<td>See advisor for acceptable substitutions.</td>
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<td>Common Body of Knowledge - Not Met</td>
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<tr>
<td>No</td>
<td>A.</td>
<td>Subject</td>
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<td>ENGR 112</td>
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unofficial evaluation

Area: University Writing Requirement - Not Met

| No | A. Writing Requirement | Two courses required. Only sections of ENGR 482; PETE 435 with the Writing attribute ([UWRT]) may be used to satisfy this requirement. | | | | | | | 0.000 | .00 |

unofficial evaluation

Area: Int'l & Cult Diversity - Not Met

| No | A. Int'l & Cultural Diversity Shr | Select from courses with the International and Cultural Diversity attribute ([UCID]) (except sections of BUSN 269 with the UWRT attribute). | | | | | | | 0.000 | .00 |

unofficial evaluation

Area: Foreign Language - Not Met

| No | A. Foreign Language Requirement | Complete one of the following: 1. Two years of the same foreign language in High School. 2. A two-semester sequence of the same foreign language for University credit. | | | | | | | 0.000 | .00 |

unofficial evaluation
**Area: Residence Requirement - Not Met**

**Description:** A minimum of 36 hours of 300-400 level coursework must be completed at Texas A&M University. 12 hours must be in the major field.

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<th>Attribute</th>
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<th>Required</th>
<th>Term Subject</th>
<th>Course Title</th>
<th>Attribute</th>
<th>Credits</th>
<th>Grade</th>
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<tr>
<td></td>
<td>A.</td>
<td>Residence-Major 12hrs</td>
<td>.Select from PETE 300-499; CEOL 312, 404, GEOP 421.</td>
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<td></td>
<td>AND</td>
<td>B. Residence 300-499 24hrs</td>
<td>Select any courses level 300-499.</td>
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Total Credits and GPA: 0.000 .00

unofficial evaluation

**Area: GPR-Major - Not Met**

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<td></td>
<td>A.</td>
<td>Major GPR 52+Hrs</td>
<td>Select from PETE 100-499; GEOL 104, 312, 404; GEOP 421. Must maintain a GPA of 2.000 in all courses taken.</td>
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Total Credits and GPA: 0.000 .00

unofficial evaluation

Back to Display Options
Additional Information

Information for Degree Evaluation

Program: BS PETE

Program Non-Course Requirements - Not Met

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Program Restricted Grades

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Program Restricted Subjects and Attributes

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<th>Department</th>
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<th>High</th>
<th>Course Attribute</th>
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Back to Display Options

Print
Texas A&M University
at Galveston
TAMUG
NEW COURSE
Texas A&M University
Departmental Request for a New Course
Undergraduate + Graduate + Professional
Submit original form and attach a course syllabus.

1. Request submitted by (Department or Program Name):
   Department of Maritime Transportation

2. Course prefix, number and complete title of course:
   MART 205 Marine Surveying

3. Catalog course description (not to exceed 50 words):
The course is intended to acquaint the student with the fundamentals of marine surveying and inform student on how to carry out various types of maritime surveys and to write survey reports by meeting regulatory and industry standards for submission to maritime clients.

4. Prerequisite(s):
   For MART majors MART 202 & 203, or for MARR majors MARR 206, or MARR majors MARR 104, or for MARR-NLO MARE 604 or approval of instructor

5. Is this a variable credit course? ☐ Yes ☑ No If yes, from ______ to ______

6. Is this a repeatable course? ☒ Yes ☐ No If yes, this course may be taken ______ times.
Will this course be repeated within the same semester? ☐ Yes ☑ No

7. This course will be:
   a. required for students enrolled in the following degree program(s) (e.g., B.A. in history)
   b. an elective for students enrolled in the following degree program(s) (e.g., M.S., Ph.D. in geography)

   B.S. Marine Transportation, B.S. Maritime Administration, & B.S. Marine Engineering Technology

8. If other departments are teaching or are responsible for related subject matter, the course must be coordinated with those departments. Attach approval letters.

9. Prefix Course # Title (excluding punctuation):
   MART 205 Marine Surveying

   Lect. Lab Corsh. CRN and Fund Code Admin. Unit Accr. Year HCE Code:
   0 3 0 0 0 3 4 0 0 3 0 0 0 1 2 1 8 2 5 1 0 1 7 0 1 0 2 9 8

   Approval recommended by:
   August D. Bell
   Department Head or Program Chair (Type Name & Sign) Date 7/8/15
   Chair, College Review Committee Date 7/10/15

   Submitted to Coordinating Board by:
   [Sign]
   [Name]

   Date

   Effective Date

Questions regarding this form should be directed to Sandra Williams at 845-3201 or sandra-williams@tamu.edu.
Curricular Services – 3/10
MART 205 Marine Surveying
Fundamentals of marine surveying using the various types of maritime surveys; writing survey reports by meeting regulatory and industry standards for submission to maritime clients.

sw
MART 205 Marine Surveying
Fall 2016

Instructor: Capt. F. J. Bourgeois
Phone: 409-740-4766
Office Hours: MW 09-1000 & F 09-1100 or by appointment
Office: Room #115 Kirkham Hall
Email: bourgeoij@tamug.edu

Class: Lecture: MW 1630-1750  3 hour lecture weekly in Building 3002 Room 106

Course Description: The course is intended to acquaint the student with the fundamentals of Marine Surveying and inform student on how to carry out various types of maritime survey and to write survey reports by meeting regulatory and industry standards for submission to maritime clients.

Learning Outcome/Objective: Students will be able to identify capacity and seaworthiness of various vessels. Student will be able to differentiate techniques needed to properly fulfill marine surveys to maritime industry standards. Student will recognize the proper marine survey documentation required for submission to clients.

Prerequisites: For MART majors MART 202 & 203, or for MARA majors MARA 205, or MARR majors MARR 101, or for MARR-NLO MARE 100, or approval of instructor

Grading: Participation (absences will affect the portion)  10%
Exams (4 exams at 17.5% each)  70%
Final Exam  20%
Total  100%

Grading Scale:
A=100-90
B=89-80
C=79-70
D=69-60
F <60

Texts:
Nonprogrammable Calculator with a Degree/Minutes/Seconds button & basic trig functions
(Casio fx-115MS-sr or fx-300MS Plus are the one I use, less work for functions)

Course Rules:

- All students must follow the proper attire and grooming standards while in class. It shows you are fit for duty and professionally prepared.
- You must be rested and alert during all class lectures. Sleeping in class will not be tolerated.
- No personal electronics (phones, I-pads, and computers) are allowed in this course, barring special needs or circumstances.
- DO NOT show up late. You are expected to treat every class lecture as you would treat employment: professionally. Come early, and come fit for duty.
- DO NOT bring food, drinks, or tobacco (including dip) into the classroom.
- The instructor expects professional etiquette at all times, including being proactive to participate in class discussions and practical exercises and avoiding carrying on side conversations during class.
- It is the instructor’s responsibility to maintain an organized classroom structure. If your behavior becomes a distraction to anyone, you will be asked to excuse yourself.
If you do not understand or know the answer, it is your professional responsibility to seek advice on the matter before it becomes a problem. In other words, “Call the Master when in doubt!”

If your work is not legible, then no credit will be given.

If you do not put your name on your paper it is an automatic -10 points, even if I figure out whose assignment it is.

All work must be complete within 30 calendar days of last day of excused absence. No exception. No excuse, then I will not accept work.

Statement on Academic Dishonesty:
For many years Aggies have followed a Code of Honor, "Aggies do not lie, cheat, or steal, nor do they tolerate those who do." As such, it is the responsibility of students and faculty members to help maintain scholastic integrity at the University by refusing to participate in or to tolerate scholastic dishonesty. The Aggie Code of Honor and the Scholastic Dishonesty sections in the TAMUG University handbook will be the standard upon which scholastic integrity will be maintained in this course. It is the responsibility of the student to familiarize themselves with the standards, definitions, and procedures concerning academic dishonesty. Academic dishonesty infractions will result in failure of this course as a minimum sanction. See http://www.tamug.edu/HonorSystem for further information.

The American Disabilities Act (ADA) is a federal non-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this law requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please contact the Counseling Office, Seibel Student Center, or call (409)740-4587. For additional information visit http://www.tamug.edu/counsel/Disabilities.html

TAMUG Statement on Absences:
Information concerning absences is contained in the University Student Rules Section 7. The University views class attendance as an individual student responsibility. All students are expected to attend class and to complete all assignments. Please consult the University Student Rules for reasons for excused absences, detailed procedures & deadlines as well as student grievance procedures (Part III, Section 45). See http://www.tamug.edu/stulife/Academic%20Rules/Rule%207.pdf. All work must be complete within 30 calendar days of last day of excused absence.

Family Educational and Rights to Privacy Act (FERPA):
FERPA is a federal law designed to protect the privacy of educational records, to establish the right of students to inspect and review their educational records and to provide guidelines for the correction of inaccurate and misleading data through informal and formal hearings. To obtain a listing of directory information or to place a hold on any or all of the information, please consult the Admissions and Records Office.

Items that can never be identified as public information are a student’s social security number or institutional identification number, citizenship, gender, grades, GPR or class schedule. All efforts will be made in this class to protect your privacy and to ensure confidential treatment of information associated with or generated by your participation in the class.

Statement on Course Evaluations
The PICA (Personalized Instructor/Course Appraisal) is an online course evaluation for Texas A&M. We highly encourage you to complete an evaluation for each course on your schedule. Student input is a critical component used to improve curriculum and teaching. Each faculty member values your input to improve his/her methodology. Your comments can also significantly impact the mix and membership of faculty. The PICA website is available at http://pica.tamu.edu, your Howdy portal, or by scanning.
### MART 404 Detailed Outline

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<th>Subject</th>
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<td>Lee A</td>
<td>Introduction</td>
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<td>Syllabus</td>
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<td>Equipment</td>
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<td></td>
<td>Lee B</td>
<td>Barge On-hire/Off-hire Survey</td>
<td>Ch. 7</td>
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<td>2</td>
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<td>Barge Draft Survey</td>
<td>Ch. 4</td>
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<td>Lee B</td>
<td>Barge Draft Survey (cont.)</td>
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<td>Barge Deadweight Survey</td>
<td>Ch. 5</td>
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<td>Ch. 3</td>
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<td>Practice Soundings, Ullages, &amp; Freeboard</td>
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<td>Ship On-hire/Off-hire Survey</td>
<td>Ch. 6</td>
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<td>Ch. 6</td>
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<td>Tug/Crewboat/Supply Boat On-hire Survey</td>
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<td>Lee B</td>
<td>Test # 4 Weeks 12-14</td>
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<td>15</td>
<td>FINAL</td>
<td>Comprehensive of all subject matter &amp; multiple choice questions</td>
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<td>Do not plan to leave until after the final date specified in the academic final schedule</td>
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Academic Integrity Statement and Policy

"An Aggie does not lie, cheat, or steal or tolerate those who do."

All syllabi should contain a section that states the above Aggie Honor Code and refers the student to the Honor Council Rules and Procedures on the web: http://www.tamug.edu/HonorSystem.

It is further recommended that instructors print the following on assignment and examinations:

"On my honor, as an Aggie, I have neither given nor received unauthorized aid on this academic work."

Homework Policy

I understand all homework must be turned in on the due date and all work shown for credit. If there is an excused absence, I will have the work in within 1 week of return to duty date.

[Signature of the Student]  [Date]

[Student Name Printed]  MART 205
TAMUQ
CHANGE IN CURRICULA
TAMUG
CHANGE IN CURRICULUM

TEXAS A&M UNIVERSITY AT GALVESTON
DEPARTMENT OF MARITIME ADMINISTRATION
BS IN MARITIME ADMINISTRATION
Texas A&M University
Request for a Change in Curriculum
Undergraduate • Graduate • Professional

1. Program request type: ☐ Undergraduate ☐ Graduate ☐ First Professional (e.g., DVM, JD, MD, etc.)
   ☑ Degree Program ☑ Minor ☐ Certificate

2. Request change for:
   ☑ Degree Program
   ☑ Minor
   ☐ Certificate

3. Request submitted by (Department or Program Name):
   Maritime Administration (TAMUG)

4. Program Designation and Name
   (e.g., B.A. in History, Minor in History, Certificate in European Union):
   B.S. in Maritime Administration

5. Brief description of changes:
   Add MARA 491 as a directed studies elective and add MARA 493 as a directed elective

6. Rationale for change:
   MARA 491 has been approved as a permanent course and MARA 493 has been approved as a permanent course

---

Use the checkboxes below to make sure that all information is included.

7. a. Proposed curriculum attached. ☑ Yes ☐ No
   b. Current catalog curriculum with handwritten edits attached. ☑ Yes ☐ No
   c. Current Howdy degree evaluation with handwritten edits attached. ☑ Yes ☐ No
      Please make sure the attached proposed curriculum, catalog and Howdy degree evaluation match.

8. a. Will degree program hours change (increase/decrease) due to the proposed curriculum changes? ☐ Yes ☑ No
   b. If yes, degree program hours will change from: to: 
   c. If yes, is the Texas Higher Education Coordinating Board form attached?
      http://www.thecb.state.tx.us/index.cfm?objectid=A0F9F7FA-9A92-4E11-2756AD3B8F4D0D
      ☑ Yes ☑ No

9. If proposed changes affect other unit(s), are letters of support attached? ☑ Yes ☐ No

IMPORTANT NOTE: Curriculum changes submitted through the approval process and fully approved by February (December-UCGC; January-Faculty Senate, February-President) will be effective in the next academic year. Changes requiring approval beyond the University should complete the internal approval process early in the fall semester whenever possible in order to ensure timely implementation.

Approval recommended by:

[Signature]
Department Head or Program Chair

[Signature]
Dean of College

Date: 7/15/15

Chair, College Review Committee
Date

Chair, GC or UCC
Date

Questions regarding this form should be directed to Curricular Services at 845-3201 or sandra.williams@tamu.edu
Curricular Services — 9/4/14
Curriculum in Maritime Administration (MARA)

This curriculum is designed to prepare the graduate for administrative work in marine and maritime industries and/or governmental organizations involved in coastal, marine and maritime activities. The curriculum provides a strong foundation in management, finance, business analysis, accounting, and economics. This business and administrative curriculum integrates courses that specialize in marine and maritime activities such as port operations, brokerage and chartering, maritime law and inland waterways.

Minors

Maritime Administration majors may choose to obtain a minor in economics. To earn the economics minor, the MARA student's elective hours must include ECON 311, ECON 323 and ECON 452. For more information, see the website: http://www.tamug.edu/academics/Minors.html.

Students in other majors may choose to obtain a minor in Maritime Administration. See the Minor section of this catalog for curriculum information.

### FRESHMAN YEAR

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<td>MATH 141</td>
<td>Business Math I</td>
<td>(3-0)</td>
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<td></td>
<td>POLS 206</td>
<td>American National Government</td>
<td>(3-0)</td>
<td>3</td>
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<td>Elective in American History</td>
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<td>Spring</td>
<td>MARA 250</td>
<td>Management Information Systems †</td>
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<td>MATH 142</td>
<td>Business Math II</td>
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<td>Elective in American History</td>
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<td>Elective in Communication</td>
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<td>Elective in Life and Physical Sciences §</td>
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### SOPHOMORE YEAR

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<td>Introduction to Accounting †</td>
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<td>ECON 202</td>
<td>Principles of Economics †</td>
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<tr>
<td></td>
<td>MARA 301</td>
<td>Ocean Transportation I †</td>
<td>(3-0)</td>
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<tr>
<td></td>
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<td>Spring</td>
<td>ACCT 230</td>
<td>Introduction to Accounting †</td>
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<td>ECON 203</td>
<td>Principles of Economics †</td>
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<td>Seminar in Undergraduate Research Methods †</td>
<td>(1-0)</td>
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### JUNIOR YEAR

#### Fall Semester

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<tbody>
<tr>
<td>MARA 363</td>
<td>Management Process</td>
<td>(3-0)</td>
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<tr>
<td>MKTG 321</td>
<td>Marketing</td>
<td>(3-0)</td>
</tr>
<tr>
<td>SCMT 303</td>
<td>Statistical Methods</td>
<td>(3-0)</td>
</tr>
<tr>
<td>Elective in MARA †</td>
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<tr>
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#### Spring Semester

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<tr>
<td>FINC 341</td>
<td>Business Finance</td>
<td>(3-0)</td>
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<tr>
<td>SCMT 364</td>
<td>Operations Management</td>
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<tr>
<td>Elective in Creative Arts</td>
<td></td>
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<tr>
<td>Elective in Language, Philosophy and Culture</td>
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### SENIOR YEAR

#### Fall Semester

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<td>MARA 373</td>
<td>Personnel Management</td>
<td>(3-0)</td>
</tr>
<tr>
<td>MARA 421</td>
<td>Admiralty Law</td>
<td>(3-0)</td>
</tr>
<tr>
<td>MARA 440</td>
<td>Global Economy and Enterprise Management †</td>
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<tr>
<td>Elective in MARA †</td>
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<tr>
<td>Elective (General)</td>
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#### Spring Semester

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<tr>
<td>MARA 466</td>
<td>Strategic Management</td>
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<tr>
<td>MGMT 481</td>
<td>Seminar in Management</td>
<td>(1-0)</td>
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**Total Hours**: **120**

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**Notes for Maritime Administration**

All electives must be chosen in consultation with, and approved by, the student's academic advisor. Unless courses are specifically listed, see University Core Curriculum at [http://core.tamu.edu/](http://core.tamu.edu/) for a listing of course options for Communication; Mathematics; Life and Physical Sciences; Language, Philosophy and Culture; Creative Arts; American History, Government and Political Sciences; and Social and Behavioral Sciences. The 6-hour University Core Curriculum requirement for International and Cultural Diversity may be met by courses used to satisfy other degree requirements.

* Designated writing intensive course.

† Indicates required courses in the Maritime Administration major. These courses will be used to compute the major GPR. At the time of graduation, a MARA major must have a GPR of ≥ 2.25 in their major. A MARA major must achieve a grade of "C" or better in ECON 202, ECON 203, ACCT 229, ACCT 230 and SCMT 303 as a graduation requirement. These courses may be repeated as necessary to meet this requirement, and the requirement applies to courses taken at TAMUG or offered for transfer from other institutions.

§ Students may satisfy the 9-credit hours of Life and Physical Science requirement through any combination of one, three or four credit hour courses.

‡ The total hours may be increased if the student is required to take remedial math, remedial English, foreign language or International and Cultural Diversity courses.

†V - MARA Electives: Students are required to complete 18 credit hours of MARA electives. Students should choose 6 from the following courses:

- ACCT 315, ACCT 316, ECON 311, ECON 323, ECON 452, SCMT 336, MARA 342, MARA 401, MARA 402, MARA 416, MARA 474, MARA 455, MARA 450, MARA 460, MARA 470, MARA 484, MARA 485, MARA 486, MARA 491, MARA 492

To earn the economics minor, the student's elective hours must include ECON 311, ECON 323 and ECON 452. For additional requirements of the economics minor, please see the website: [http://www.tamu.edu/academics/Minors.html](http://www.tamu.edu/academics/Minors.html).
Detail Requirements

Information for Degree Evaluation

This is NOT an official evaluation.

Program Evaluation

Limitation Correspondence: No more than 12 hours of correspondence earned through an accredited institution may be used for an undergraduate degree.

Limitation Combination: Maximum combination of 18 hours of 481, 482, 485 and/or 491 courses may be used for an undergraduate degree.

Program: [GV] BS MARA
Campus: Galveston
College: Galveston Campus
Degree: Bachelor of Science
Level: Undergraduate
Majors: Maritime Administration
Departments: Maritime Administration
Catalog Term: Fall 2014 - Galveston
Evaluation Term: Summer 2015 - Galveston
Expected Graduation Date: Summer 2015
Request Number: 442
Results as of: Jun 12, 2015
Concentrations:

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Program GPA: Yes .00 .00
Overall GPA: No 2.00 .00

Other Course Information
Transfer: 0.000 0.000

This is NOT an official evaluation.

Area Major Coursework (56.000 credits) - Not Met:

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<th>Term</th>
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<td>AND C.</td>
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unofficial evaluation

**Area Supporting Coursework (18.000 credits) - Not Met**

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Total Credits and GPA 0.000 0.00

- **Task:** Select 18 hours from the following courses: ACCT 315, 316; ECON 311, 313, 452; OMGT 336; MATH 342, 401, 402, 416, 424, 435, 450, 466, 470, 484, 485, 489.

unofficial evaluation

**Area Communication (6.000 credits) - Not Met**

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Select 6 hours from any courses with the Communication attribute [COMM].

Total Credits and GPA 0.000 0.00

unofficial evaluation

**Area Mathematics (6.000 credits) - Not Met**

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No AND B. MATH 142

Total Credits and GPA 0.000 0.00

unofficial evaluation

**Area Life and Physical Sciences (9.000 credits) - Not Met**

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Select 9 hours from any courses with the Life and Physical Sciences attribute [LPS].

Total Credits and GPA 0.000 0.00

unofficial evaluation

**Area Language, Philosophy & Culture (3.000 credits) - Not Met**

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Total Credits and GPA 0.000 0.00

unofficial evaluation
**unofficial evaluation**

**Area: Creative Arts (3.000 credits) - Not Met**

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<th>Required Courses</th>
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<td>Select three hours from any course with the Creative Arts attribute [CREA].</td>
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**Total Credits and GPA** 0.000 .00

**unofficial evaluation**

**Area: Citizenship (12.000 credits) - Not Met**

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<th>Required Courses</th>
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<td>AND</td>
<td>B.</td>
<td>Political Science Rqmt 5hrs</td>
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**Total Credits and GPA** 0.000 .00

**unofficial evaluation**

**Area: General Electives (7.000 credits) - Not Met**

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<th>Required Credits</th>
<th>Required Courses</th>
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<tbody>
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<td>General Electives 7hrs</td>
<td>7 hours of coursework required. Must have advisor approval (ENGL 103 and MATH 001-003 are excluded.)</td>
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**Total Credits and GPA** 0.000 .00

**unofficial evaluation**

**Area: Work Not Applied - Met**

**Description** See advisor for acceptable substitutions.

<table>
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<th>Condition</th>
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<th>Credits</th>
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**Total Credits and GPA** 0.000 .00

**unofficial evaluation**

**Area: University Writing Requirement - Not Met**

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**Total Credits and GPA** 0.000 .00
unofficial evaluation

**Area**: Int'l & Cult Diversity - Not Met

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unofficial evaluation

**Area**: Foreign Language - Not Met

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Complete one of the following:
1. Two years of the same foreign language in High School.
2. A two semester sequence of the same foreign language for University credit.

Total Credits and GPA: 0.000 .00

unofficial evaluation

**Area**: GPA-Major - Not Met

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Total Credits and GPA: 0.000 .00

unofficial evaluation

**Area**: Residence Requirement - Not Met

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Total Credits and GPA: 0.000 .00

unofficial evaluation

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**COMMENTS:**

1 Students may satisfy the 9 credit hour life and physical science requirement through any combination of one, three or four credit hour courses.

2 The 6 hours communications electives requirement can be satisfied at TAMUG using COMM 203, ENGL 104 or ENGL 203.

3 Select from ACCT 315, ACCT 316, ECON 311, ECON 323, ECON 452, SCMT 336, MARA 242, MARA 401, MARA 402, MARA 416, MARA 424, MARA 435, MARA 450, MARA 460, MARA 470, MARA 484, MARA 485, MARA 489, MARA 491, MARA 493.

Legend:  T - Credit by Transfer  CR - Credit by Examination  Q - Q-Drop  R - Registered in Current Semester

★ - Courses requiring a grade of "C" or better  ✷ - Writing Intensive if Section 800 course
TAMUG

CHANGE IN CURRICULUM

TEXAS A&M UNIVERSITY AT GALVESTON
DEPARTMENT OF MARITIME ADMINISTRATION
BS IN MARITIME ADMINISTRATION AND
MASTER IN MARITIME ADMINISTRATION AND LOGISTICS (3+2)
Texas A&M University
Request for a Change in Curriculum
Undergraduate • Graduate • Professional

1. Program request type: ☐ Undergraduate ☐ Graduate ☐ First Professional (e.g., DVM, J.D., M.D., etc.)

2. Request change for: ☐ Degree Program ☐ Minor ☐ Certificate

3. Request submitted by (Department or Program Name):
Maritime Administration (TAMU)

Program Designation and Name:
- BS in Maritime Administration and MML
- MS in Maritime Administration and Logistics (3+2 program)

4. Brief description of changes:
- add MARA 493 as a directed elective at the undergraduate level of this program, AND
- add MARA 491 as a directed elective at the undergraduate level of this program

5. Reason for change:
- MARA 493 has been approved as a permanent course AND
- MARA 491 has been approved as a permanent course

6. Use the checkboxes below to make sure that all information is included:

7. a. Proposed curriculum attached. ☐ Yes ☐ No
   b. Current catalog curriculum with handwritten edits attached. ☒ Yes ☐ No
   c. Current Hawkeye degree evaluation with handwritten edits attached. ☒ Yes ☐ No
   Please make sure the attached proposed curriculum, catalog and Hawkeye degree evaluation match.

8. a. Will degree program hours change (increase/decrease) due to the proposed curriculum changes? ☐ Yes ☐ No
   b. If yes, degree program hours will change from: _____ to: _____
   c. If yes, is the Texas Higher Education Coordinating Board form attached? ☐ Yes ☐ No

9. If proposed changes affect other unit(s), are letters of support attached? ☐ Yes ☐ No

IMPORTANT NOTE: Curriculum changes submitted through the approval process and fully approved by February (December-UCC/UC, January—Faculty Senate, February—President) will be effective in the next academic year. Changes requiring approval beyond the University should complete the internal approval process only in the fall semester whenever possible in order to ensure timely implementation.

Approval recommended by:

[Signature]
Department Head or Program Director (Title Name of Staff) Date

Dean of College Date

Chair, College Review Committee Date

Chair, GC or UCC Date

Questions regarding this form should be directed to Curriculum Services at 945-8301 or barmo@tamu.edu.
Curriculum Services — 06/14
5-Year Curriculum: Maritime Administration (MARA) and Master of Maritime Administration and Logistics (MMAL)

This program allows Maritime Administration (MARA) majors to enter the graduate program for a Master of Maritime Administration and Logistics the beginning of their senior year, enabling students to receive their MARA undergraduate degree (B.S.) and a Master of Maritime Administration and Logistics (MMAL) graduate degree in five years.

Students admitted to the 5-year degree program will have completed 92 of the 120 hours of course work required to receive a bachelor’s degree. These courses must include the specific prerequisites for a Bachelor of Science degree in Maritime Administration, as well as the required Texas A&M University core curriculum courses.

Maritime Administration majors who have at least a 3.25 GPA and who have taken all of their prerequisite courses and otherwise completed 92 hours by the fall of their fourth year will be eligible to apply for the 5-year program during their junior year. Applicants to the 5-year program will submit the same materials (including GMAT scores) as other MMAL applicants, and those whose records are judged to be competitive by the mid-January deadline will be admitted. Admission criteria will be the same as for other MMAL students.

Students who choose not to finish the MMAL degree after being admitted to the 5-year program may exit the program at any time. Completed MMAL courses will be applied to their bachelor’s degree in Maritime Administration, as appropriate. Failure to complete the MMAL program will in no way impede their ability to attain a bachelor’s degree in Maritime Administration when the requirements for that degree are completed. Those who pursue the joint program will receive both degrees upon completion of the entire 5-year program. Students will not graduate with a bachelor’s degree in year four, but rather will earn both their Bachelor of Science and Master of Maritime Administration and Logistics at the end of year five.

Admitted students will be enrolled in Maritime Administration and Logistics graduate courses with an undergraduate classification (U4) during the fall of their fourth year and will be re-classified as degree seeking master’s students (G7) upon completing 107 credit hours. This will normally occur at the beginning of the spring semester of year four. Students will take 12 fewer undergraduate credit hours. Graduate courses taken in the fifth year program will be counted double, as credit towards their MMAL degree and as substitutes for MARA and free electives required for the bachelor’s degree.

Students will be required to complete 36 graduate hours. The graduate hours will include 7 core courses (21 credits) in economics, management, operations and logistics with 15 credit hours of electives. The electives will be chosen according to the interest of the student in either the Maritime Policy and Law track or the Shipping and Port Management track. Students will also take 21 hours of undergraduate level MARA electives that must include MARA 416 in order to satisfy the TAMU intensive writing requirement.

### FRESHMAN YEAR

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<td>MGMT 481</td>
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Total Hours to be completed prior to admission to the graduate courses: 92

### SENIOR YEAR/FIRST YEAR OF FIVE-YEAR PROGRAM

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<td>MARA 641</td>
<td>Financial Management in Marine Transportation</td>
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<td>MARA 627</td>
<td>Marketing of Transportation Services</td>
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### SECOND YEAR OF FIVE-YEAR PROGRAM

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Total Hours: 144
Notes for the MARA/MMAL 3+2 Program

Note: All electives must be chosen in consultation with, and approved by, the student's academic advisor. Unless courses are specifically listed, see University Core Curriculum at [http://core.tamu.edu](http://core.tamu.edu) for a listing of course options for Communication; Mathematics; Life and Physical Sciences; Language, Philosophy and Culture; Creative Arts; American History; Government and Political Sciences; and Social and Behavioral Sciences. The 6-hour University Core Curriculum requirement for International and Cultural Diversity may be met with courses used to satisfy other degree requirements.

† Indicates required courses in the Maritime Administration major. These courses will be used to compute the major GPA. At the time of graduation, a MARA major must have a GPA of 2.25 in their major. A MARA major must achieve a grade of "C" or better in ECON 202, ECON 203, ACCT 229, ACCT 230 and SCMT 303 as a graduation requirement. These courses may be repeated as necessary to meet this requirement, and the requirement applies to courses taken at TAMUG or offered for transfer from other institutions.

‡ Students may satisfy the 9-credit hours of Life and Physical Science requirement through any combination of one, three or four credit hour courses.

§ The total hours may be increased if the student is required to take remedial math, remedial English, foreign language or International and Cultural Diversity courses.

V - MARA Electives: Students are required to complete 21 credit hours of MARA electives that must include MARA 416 to satisfy the intensive writing requirement. Students should choose 6 from the following courses:

ACCT 315, ACCT 316, ECON 211, ECON 323, ECON 452, SCMT 326, MARA 342, MARA 401, MARA 402, MARA 416, MARA 424, MARA 433, MARA 450, MARA 460, MARA 470, MARA 484, MARA 485 or MARA 489, MARA 491, MARA 493

* Choose 15 credit hours from the following graduate level MMAL elective courses: MARA 604, MARA 616, MARA 640, MARA 650, MARA 652, MARA 658, MARA 660, MARA 670, MARA 672; or MARS 620, MARS 640, MARS 660, MARS 676.
Detail Requirements

Information for Degree Evaluation

This is NOT an official evaluation.

Program Evaluation

Master of Maritime Administration and Logistics - Thesis Option (Five Year Program)

Time Limits: All requirements for the degree must be completed within seven consecutive years.

Degree Plan: A Graduate Degree Plan of at least 36 hrs must be completed with a minimum GPR of 3.000 and no grade lower than C. At least one hour of 691 (Research) must be included.

Course Limitations: Courses exceeding limits below will not be considered for meeting degree requirements.

1. Only approved courses on the degree plan will be considered for this program.
2. No more than 12 hrs or one-third of the total hours on the degree plan, whichever is greater, may be used. Transfer course work must be completed at an accredited institution with a grade of B or better.
3. No more than 12 hrs taken in a non-degree seeking (GR) classification may be used.
4. No more than 12 hrs may be used in any combination of the following categories:
   a. Not more than 8 hrs of 691 (Research) may be used.
   b. Not more than 8 hrs of 685 (Directed Studies) may be used.
   c. Not more than 3 hrs of 660 (Theory of Research) may be used.
   d. Not more than 3 hrs of 695 (Frontiers in Research) may be used.
5. No more than 2 hrs of 681 (Seminar) may be used.
6. No more than 9 hrs of advanced undergraduate courses (300-499) may be used.
7. No correspondence study may be used.
8. No credit hours of extension course work may be used.
9. No credit hours of PRIN 602 or GERM 603 may be used.

Advisory Committee: The Advisory Committee consists of at least three members of the Graduate Faculty, one of which must be from outside the student's major department.

Residence Requirements: During one semester or 2 consecutive 5-week summer terms, 9 hrs of resident credit must be completed.

Research Proposal: A thesis proposal approved by the Advisory Committee, Department Head and the Office of Graduate Studies is required.

Thesis Defense: The thesis defense may be written and/or oral. The defense may be waived for students with a 3.500 degree plan GPR and permission of the Advisory Committee, Department Head and the Office of Graduate Studies. The request to hold and announce the defense must be submitted to the Office of Graduate Studies a minimum of 10 working days in advance of the scheduled date.

To be eligible to hold the defense, the student:
1. must have a graduate GPA of at least 3.000 (listed as "Program GPA" below),
2. must have a Degree Plan GPA of at least 3.000 with no grade lower than a C in any course on the degree plan,
3. must have an approved research proposal,
4. must have completed or be registered for all remaining degree plan course work,
5. must be registered in the university,
6. must have the thesis in final form and ready for distribution to all committee members.

Thesis: The final version of the thesis must be cleared by the Office of Graduate Studies no later than one year after the defense or within the seven year time limit, whichever is first.

Program: MML (Galv) 5yr program
Campus: Galveston
College: Galveston Campus
Degree: Master of Maritime Admin & Log
Level: Graduate
Majors: Maritime Admin & Logistics
Departments: Maritime Administration

Catalog Term: Fall 2014 - Galveston
Evaluation Term: Summer 2015 - Galveston
Expected Graduation Date: 
Request Number: 444
Results as of: Jun 12, 2015

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Other Course Information
Transfer: 0.000 0

This is NOT an official evaluation.

Area: Courses for Degree Plan GPR - Not Met
Description: A minimum degree plan GPA of 3.000 is required. Courses with grades of D, F or U are not acceptable for degree plan credit and must be repeated for a grade of C or better or Satisfactory (S).
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unofficial evaluation

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unofficial evaluation

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unofficial evaluation

Back to Display Options
# TEXAS A & M GALVESTON
MARITIME ADMINISTRATION - FIVE YEAR PROGRAM  THESIS OPTION

## NAME

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## FIFTH YEAR

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</tbody>
</table>

**COMMENTS:**

1. Students may satisfy the 9 credit hour life and physical science requirement through any combination of one, three or four credit hour courses.

2. The 6 hours communications electives requirement can be satisfied at TAMUG using COMM 203, ENGL 194 or ENGL 203.


**Legend:**
- T - Credit by Transfer
- CR - Credit by Examination
- Q - Q-drop
- R - Registered in Current Semester

- * - Courses requiring a grade of "C" or better
- ** - Writing intensive if Section 900 course
Detail Requirements

Information for Degree Evaluation

This is NOT an official evaluation.

Program Evaluation
Master of Maritime Administration and Logistics - Non-Thesis Option (Five Year Program)

Time Limits: All requirements for the degree must be completed within seven consecutive years.

Degree Plan: A Graduate Degree Plan of at least 36 hrs must be completed with a minimum GPA of 3.000 and no grade lower than C.

Course Limitations: Courses exceeding limits below will not be considered for meeting degree requirements.
1. Only approved courses on the degree plan will be considered for this program.
2. No more than 12 hrs or one-third of the total hours on the degree plan, whichever is greater, may be used. Transfer course work must be completed at an accredited institution with a grade of B or better.
3. No more than 12 hrs taken in a non-degree seeking (GE) classification may be used.
4. No more than 25 percent of the total degree plan hours may be used in any combination of the following categories:
   a. Not more than 4 hrs 614 (Professional Internship) may be used.
   b. Not more than 9 hrs of 685 (Directed Studies) may be used.
   c. Not more than 3 hrs of 690 (Theory of Research) may be used.
   d. Not more than 3 hrs of 695 (Frontiers in Research) may be used.
5. No more than 2 hrs of 681 (Senior Seminar) may be used.
6. No more than 9 hrs of advanced undergraduate courses (300-499) may be used.
7. No correspondence study may be used.
8. No credit hours of extension course work may be used.
9. No credit hours of PBEN 601 or GERM 603 may be used.
10. No credit hours of 691 (Research) may be used.

Advisory Committee: The Advisory Committee consists of at least three members of the Graduate Faculty, one of which must be from outside the student's major department.

Residence Requirements: During one semester or 2 consecutive 5-week summer terms, 9 hrs of resident credit must be completed.

Final Examinations: A final comprehensive examination is not required.

---

Program : MML (Galv) Sr Program
Catalog Term : Fall 2014 - Galveston
Campus : Galveston
Evaluation Term : Summer 2015 - Galveston
College : Galveston Campus
Expected Graduation Date :
Degree : Master of Maritime Admin & Log
Request Number : 443
Level : Graduate
Results as of : Jun 12, 2015
Majors : Maritime Admin & Logistics
Concentrations :
Departments : Maritime Administration

<table>
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<td>Program GPA :</td>
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<tr>
<td>Overall GPA :</td>
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Other Course Information
Transfer :

0.000 0

This is NOT an official evaluation.

Area : Courses for Degree Plan SPR - Not Met
Description: A minimum degree plan GPA of 3.000 is required. Courses with grades of D, F or U are not acceptable for degree plan credit and must be repeated for a grade of C or better or Satisfactory (S).
Met Condition Rule Subject Attribute Low High Required Required Term Subject Course Title Attribute Credits Grade Source
No A. No Approved Degree Plan

Courses

Total Credits and GPA 0.000 .00

unofficial evaluation

Area : Courses Not Applied - Met
unofficial evaluation

Area: Graded Degree Plan Courses - Not Met
Description: A grade of C or better is required in all courses listed.

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<tr>
<th>Met</th>
<th>Condition Rule Subject Attribute Low High Required Required Term Subject Course Title Attribute Credits Grade Source Courses</th>
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<tr>
<td>No</td>
<td>A. Additional Unused Courses</td>
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Total Credits and GPA 0.000 .30

unofficial evaluation

Area: S/U Degree Plan Courses - Met
Description: A grade of S is required in all courses listed.

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<td>No</td>
<td>A. No S/U Courses on Degree Plan</td>
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Total Credits and GPA 0.000 .00

unofficial evaluation

Back to Display Options
# Texas A&M Galveston

**Maritime Administration - Five Year Program Non-Thesis Option**

## Course Schedule

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<tr>
<td>History Elective</td>
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<tr>
<td>MATH 141 Business Math I</td>
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<td>ACCT 204 * Acct Principles I</td>
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<td>ECON 202 * Microeconomic Principles</td>
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<td>SCMT 303 * Business Statistics</td>
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<td>MATH 373 Human Resource Mgmt</td>
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<td>Elective in MATH (^3) (must take MATH 424 to satisfy Introductory Requirement)</td>
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</table>

## Comments:

1. Students may satisfy the 9 credit hour life and physical science requirement through any combination of one, three or four credit hour courses.
2. The 6 hours communications electives requirement can be satisfied at TAMUG using COMM 203, ENGL 104 or ENGL 203.
3. Choose from MATH electives: ACCT 315, 316, ECON 311, 323, 352, SCMT 336, MATH 342, 401, 492, 416, 435, 460, 484, 485, 489, 491, 493
4. Choose from Graduate Level MATH electives: MATH 650, 652, 640, 616, 658, 660, 694, 670, 672, MATH 626, 649, 660, 676

Legend:  
- Credit by Transfer  
- Credit by Examination  
- Q - Drop  
- R - Registered in Current Semester

\(^\ast\) Courses requiring a grade of "C" or better  
\(^\ast\) Writing intensive if Section 500 course
TAMUG
CHANGE IN CURRICULUM

TEXAS A&M UNIVERSITY AT GALVESTON
DEPARTMENT OF MARITIME ADMINISTRATION
MINOR IN MARITIME ADMINISTRATION
Texas A&M University
Request for a Change in Curriculum
Undergraduate • Graduate • Professional

1. Program request type: □ Undergraduate □ Graduate □ First Professional (e.g., DVM, J.D., M.D., etc.)

2. Request change for: □ Degree Program □ Minor □ Certificate

3. Request submitted by (Department or Program Name):
   Maritime Administration (TAMUG)

4. (E.g., B.A. in History, Minor in History, Certificate in European Union):
   □ B.S. in Maritime Administration

5. Brief description of change:
   Add MARA 493 as a directed studies elective and add MARA 491 as a directed studies elective

6. Rationale for change:
   MARA 493 has been approved as a permanent course. MARA 491 has been approved as a permanent course.

---

Use the checkboxes below to make sure that all information is included,

7. a. Proposed curriculum attached. □ Yes □ No
   
   b. Current catalog curriculum with handwritten edits attached. □ Yes □ No
   
   c. Current Howdy degree evaluation with handwritten edits attached. □ Yes □ No
      
      Please make sure the attached proposed curriculum, catalog and Howdy degree evaluation match.

8. a. Will degree program hours change (increase/decrease) due to the proposed curriculum changes? □ Yes □ No
   
   b. If yes, degree program hours will change from: ________ to: ________
   
   c. If yes, is the Texas Higher Education Coordinating Board form attached? □ Yes □ No
      
      HTED 2221/2226 (available at www.thecb.state.tx.us/index.cfm?objectid=ACEF8F7A-9A02-4E11-2756AD3BBD7F01D6)

9. If proposed changes affect other unit(s), are letters of support attached? □ Yes □ No

IMPORTANT NOTE: Curriculum changes submitted through the approval process and fully approved by February (December UCC/OCC, January Faculty Senate, February President) will be effective in the next academic year. Changes requiring approval beyond the University should complete the internal approval process early in the fall semester whenever possible in order to ensure timely implementation.

Approval recommended by:

Department Head or Program Chair (Type Name & Sign) Date: 07/18/15

Dean or College Date:

Chair, College Review Committee Date: Chair, OC or UCC Date:

Questions regarding this form should be directed to Curricular Services at 845-8201 or amelia-williams@tamu.edu
Curricular Services – 04/14
Minor in Maritime Administration

Students in other majors may establish a minor field of study in Maritime Administration through completing 18 credits in the following courses. A minimum GPR of 2.25 for the 18 credit hours is required.

Required Courses (total 12 required credits):
- ACCT 229 Introduction to Accounting
- MARA 301 Ocean Transportation I
- MARA 363 Managerial Process
- MARA 416 For: Operations, Administration and Economics

Elective Courses (total 6 required credits):
- MARA 304 Ocean Transportation II
- MARA 342 Managerial Maritime Finance
- MARA 401 Brokering and Chartering
- MARA 402 Inland Waterways
- MARA 421 Admiralty Law
- MARA 424 Economics of Transportation
- MARA 435 Labor Law
- MARA 440 Global Economy and Enterprise Management
- MARA 450 Maritime Supply Chain Management
- MARA 460 Management Systems and Control
- MARA 470 Environmental Law
- MARA 484 Management Internship
- MARA 485 Directed Studies
- MARA 489 Special Topics

Substitutions may be authorized by the Head, Department of Maritime Administration.

Minor in Ocean and Coastal Resources

Students in other majors may establish a minor field of study in Ocean and Coastal Resources through the completion of at least 16 hours of the following courses:

Required Courses (total 7 required credits):
- MARS 280 Coastal and Ocean Resources
- GEOL 104 Physical Geology
- or OCNG 251/252 Oceanography/Oceanography Laboratory

Select 3-6 hours from the following courses:
- MARS 410 Introduction to Physical Oceanography
- MARS 430 Introduction to Geological Oceanography
- MARS 431 Geophysical Oceanography - Earth’s Climate
- MARS 440 Introduction to Chemical Oceanography
- OCNG 420 Introduction to Biological Oceanography

Select 3-7 hours from the following courses:
- MARS 370 Coastal Processes
- MARS 423 Ecological Economics
- MARS 425/426 Coastal Wetlands Management (and Lab)
- MARS 432 Peak Oil, Global Warming and Resource Scarcity
- MARA 470 Environmental Law

Minors offered at the TAMUG Campus through TAMU-College Station academic departments

Students may elect to earn a number of minors that are taught at the Galveston campus through TAMU-College Station academic departments. A complete list of minors is at the website: http://www.tamug.edu/academics/Minors.html.
Must make a grade of C or better.

Date: 4/10

No AND W.

Must make a grade of C or better.

Date: 4/9

No AND V.

Must make a grade of C or better.

Date: 4/8

No AND U.

Must make a grade of C or better.

Date: 4/7

No AND T.

Must make a grade of C or better.

Date: 4/6

No AND S.

Must make a grade of C or better.

Date: 4/5

No AND R.

Must make a grade of C or better.

Date: 4/4

No AND Q.

Must make a grade of C or better.

Date: 4/3

No AND P.

Must make a grade of C or better.

Date: 4/2

No AND O.

Must make a grade of C or better.

Date: 4/1

No AND N.

Must make a grade of C or better.

Date: 3/30

No AND M.

Must make a grade of C or better.

Date: 3/29

No AND L.

Must make a grade of C or better.

Date: 3/28

No AND K.

Must make a grade of C or better.

Date: 3/27

No AND J.

Must make a grade of C or better.

Date: 3/26

No AND I.

Must make a grade of C or better.

Date: 3/25

No AND H.

Must make a grade of C or better.

Date: 3/24

No AND G.

Must make a grade of C or better.

Date: 3/23

No AND F.
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<th>Low</th>
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Total Credits and GPA: 0.000 0.000

Select from MATH 30A, 30B, 40A, 40B, 49A, 49B, 49C, 49D, 49E, 49F, 49G, 49H, 49J

Met Condition Rule Subject Attribute Low Required Credits Term Subject Course Title Attribute Credits Grade Source

Area: Maritime Administration Minor (18.000 credits) - Not Met

unofficial evaluation

Total Credits and GPA: 0.000 0.000

Met Condition Rule Subject Attribute Low Required Credits Term Subject Course Title Attribute Credits Grade Source

Area: Work Not Applied - Met

unofficial evaluation

Total Credits and GPA: 0.000 0.000

Met Condition Rule Subject Attribute Low Required Credits Term Subject Course Title Attribute Credits Grade Source

Area: Direct Elective (2.000 credits) - Not Met

unofficial evaluation
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<tr>
<th>Term Subject Course Title</th>
<th>Attribute Credits</th>
<th>Grade Source</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Course</strong></td>
<td><strong>Credits</strong></td>
<td><strong>GPA</strong></td>
</tr>
<tr>
<td>Total Credits and GPA</td>
<td>0.000</td>
<td>0.000</td>
</tr>
</tbody>
</table>

**Unofficial Evaluation**

- Met Condition Rule Subject Attribute Low Required Credits
  - Area: Foreign Language
  - No

**Unofficial Evaluation**

- Met Condition Rule Subject Attribute Low Required Credits
  - Area: Int'l Cul Div
  - No

**Unofficial Evaluation**

- Met Condition Rule Subject Attribute Low Required Credits
  - Area: Writing Requirement
  - No

**Unofficial Evaluation**

- Met Condition Rule Subject Attribute Low Required Credits
  - Area: University Writing Requirement
  - No

---

**Detail Requirements**
<table>
<thead>
<tr>
<th>Print</th>
<th>Back to Display Options</th>
</tr>
</thead>
</table>

| Total Credits and GPA 0.000 0.000 |

<table>
<thead>
<tr>
<th>Unofficial Evaluation</th>
</tr>
</thead>
<tbody>
<tr>
<td>No</td>
</tr>
<tr>
<td>AND</td>
</tr>
<tr>
<td>A. Residence Credits</td>
</tr>
<tr>
<td>No</td>
</tr>
<tr>
<td>A. Residence - Major Credits</td>
</tr>
</tbody>
</table>

**Condition Rule Subject Attribute Low High Required Credits Required Courses Term Subject Course Title Attribute Credits Grade Source**

- **Description:** Student must complete minimum of 36 hours of 300-400 level courses at Texas A&M University. 12 hours must be in Field of Study.

- **Area:** Residence Requirement - Not Met

| Total Credits and GPA 0.000 0.000 |

**Indicates Major 301, 416, 471, 492, Math 103, 300, 203-204, 300-307, 309, 312, 312**

Page 7 of 7
A student may establish a minor field of study in Maritime Administration through completion of 18 credits as follows:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MARA 470</td>
<td>Environmental Law</td>
</tr>
<tr>
<td>MARA 480</td>
<td>Strategic Management</td>
</tr>
<tr>
<td>MARA 490</td>
<td>Research in Maritime Administration</td>
</tr>
<tr>
<td>MARA 491</td>
<td>International Maritime Affairs and Policy</td>
</tr>
<tr>
<td>MARA 492</td>
<td>Maritime Finance</td>
</tr>
<tr>
<td>MARA 493</td>
<td>Procurement and Contracting</td>
</tr>
<tr>
<td>MARA 494</td>
<td>Management Systems of Control</td>
</tr>
<tr>
<td>MARA 495</td>
<td>Maritime Supply Chain Management</td>
</tr>
<tr>
<td>MARA 496</td>
<td>Global Economy &amp; Enterprise Maritime</td>
</tr>
<tr>
<td>MARA 497</td>
<td>Economics of Transportation I</td>
</tr>
<tr>
<td>MARA 498</td>
<td>Ocean Transportation II</td>
</tr>
<tr>
<td>ACCT 229</td>
<td>Introduction to Accounting</td>
</tr>
<tr>
<td>MARA 301</td>
<td>Ocean Transportation I</td>
</tr>
<tr>
<td>MARA 302</td>
<td>Maritime Operations</td>
</tr>
<tr>
<td>MARA 393</td>
<td>Maritime Economics &amp; Administration</td>
</tr>
<tr>
<td>MARA 416</td>
<td>Port Operations, Administration and Economics</td>
</tr>
<tr>
<td>MARA 394</td>
<td>Management Processes</td>
</tr>
<tr>
<td>MARA 395</td>
<td>Ocean Transportation I</td>
</tr>
</tbody>
</table>

Required Course (6 Credits):

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MARA 421</td>
<td>Inland Waterways</td>
</tr>
</tbody>
</table>

Total: 18 Credits
SPECIAL CONSIDERATION
SPECIAL CONSIDERATION

MAYS BUSINESS SCHOOL
BBA IN BUSINESS ADMINISTRATION
REQUEST FOR A NEW DEGREE PROGRAM
July 15, 2015

MEMORANDUM

TO: Tim Scott, Chair, University Curriculum Committee

FROM: Martha Louder, Associate Dean, Mays Business School

SUBJECT: Proposal for BBA degree in Business Administration

Mays Business School is proposing a BBA degree in Business Administration. This proposal has been reviewed and approved by the Mays Curriculum Committee. We are excited by the opportunities this will afford Mays Business School and Texas A&M University.

I am submitting this proposal for consideration by the University Curriculum Committee. Please contact me if you have questions or need additional information.

Attachments:

- Program Checklist
- Briefing and Minute Order
- Program Review Outline
- New Program Request Form
- Certification Form
Texas A&M University
New Certificate, Bachelors, Masters, or Doctoral Program
Undergraduate • Graduate • Professional
• Proposal Checklist •

Program request type:  ☒ Undergraduate  ☐ Graduate  ☐ First Professional (e.g., DVM, JD, MD, etc.)
Requested by the Department or Unit of:  CLBA

Program Type, Level, Designation, Title, Description, Hours

Program Type:  ☐ Certificate Program  ☒ Degree Program
Program Level:  ☐ UG Certificate  ☐ Grad Certificate  ☒ Bachelor  ☐ Master  ☐ Doctoral  ☐ Professional
Degree Designation (i.e., BS, BA, MA, MS, MAg, MEd, PhD, EdD, etc.)  BBA
Title of proposed program:  Business Administration
Proposed CIP Code (if known):  52.0101.00

Brief program description (provide a catalog description for undergraduate and graduate certificates):
The BBA degree in Business Administration enables students to combine their interest in several areas of business into an individualized degree plan. Students will consult with an academic advisor to develop their degree plan.

Minimum program semester credit hours (SCH)  Certificates - 12 hours*  Bachelors - 120 hours  Masters - 30 hours

Proposed program hours:  ______  120  ______

*12 hours minimum to appear on transcript

Certificate Programs  ☐ Embedded  ☐ Standalone

Students take coursework that will result in a degree and certificate being earned at the same time.
Non-degree seeking students take coursework to earn a certificate only (no degrees are awarded).

Off-Campus or Distance Delivery

% of Program a student can take off-campus or through Distance Education  Program Start Date  SACSCOC Approval**  When Provost needs to inform SACSCOC

☒ 25%  ______  Notification Only  ______
☐ 50%  ______  Approval Required  6 months before first day of program
☐ 80%  ______  Approval Required  6 months before first day of program
☐ 100%  ______  Approval Required  6 months before first day of program

**Notification letter arranged through the Vice Provost for Academic Affairs and sent by TAMU President.

Program Delivery Mode

☒ On-campus  Location  College Station
☐ Broadcast / TTVN
☐ Specific off-campus location***
☐ Distance Education / Internet  ☐ In-State  ☐ Out-of-State  Start Date  ______
☐ Out-of-Country

Will this program be offered with another institution?  ☐ Yes  ☐ No
If yes, contact the Vice Provost for Academic Affairs for additional reporting requirements.

***Is this an approved SACSCOC location?  ☒ Yes  ☐ No
If no, a program prospectus must be sent to SACSCOC.
Approved locations as of March 2012: TAMU-Galveston, TAMU-Qatar, University Center-The Woodlands, CityCentre-Houston, Dubai and Saudi Arabia.

Program Funding

Has program funding been finalized at the department or college level?  ☒ Yes  ☐ No
If no, explain or attach budget:  ______

Will new costs for the first five years of the program be under $2 million?  ☒ Yes  ☐ No
If new costs exceed $2 million, coordinating board approval is required.
**Submitted by (Contact Person):**

<table>
<thead>
<tr>
<th>Name</th>
<th><a href="mailto:kmorley@mays.tamu.edu">kmorley@mays.tamu.edu</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>Director, Business Honors</td>
<td>979.862.8975</td>
</tr>
</tbody>
</table>

**Certification Statement**

By signing below, the Dean of the College certifies the proposed program complies with coordinating board standards. If the program is delivered through Distance Education, the Dean of the College certifies that they are following the Principles of Good Practice for Academic Degree and Certificate Programs and Credit Courses Offered Electronically.

Use additional signature lines if program is between three or more departments or colleges.

<table>
<thead>
<tr>
<th>Signature, Department Head or Interdisciplinary Program Chair</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nancy Simpson</td>
<td>7/14/15</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Typed or Printed Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nancy Simpson</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Chair, College Review Committee</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>7-14-15</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Dean of College</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>7-14-15</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Chair, University Curriculum Committee or Graduate Council</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Additional Approvals Required: Faculty Senate and President.
AGENDA ITEM BRIEFING

Submitted by: Andrew Young, President/CEO
Texas A&M University

Subject: Approval of a New Bachelor of Business Administration Degree Program with a major in Business Administration and Authorization to Request Approval from the Texas Higher Education Coordinating Board

Proposed Board Action:

Approve the establishment of a new degree program at Texas A&M University leading to a Bachelor of Business Administration in Business Administration, authorize the submission of this degree program to the Texas Higher Education Coordinating Board (THECB) for approval and certify that all applicable THECB criteria have been met.

Background Information:

The Business Administration degree program will prepare students for a wide range of careers in fields that require a general study of business, but not the depth of the existing majors in business. The 120-hour curriculum mirrors that of the other business degree plans but allows more flexibility in the choice of upper-level business electives. Students will consult with an academic advisor to develop their degree plan.

The proposed Business Administration major enables students to combine their interests in several areas of business into an individualized degree plan. A customized combination of business courses is not possible through existing degree plans. This flexibility is attractive to students who have a particular career path or post-baccalaureate degree in mind. Examples of students who have stated an interest in this major are those with diverse learning objectives, or with career goals such as working in the family business, becoming an educator, or attending law school or medical school.

The initial target group of students for the major are those participating in Business Honors. These students often seek options beyond a traditional major. The University of Texas currently has a Bachelor of Administration in Business Administration available to students in their Business Honors Program. Baylor University has a BBA in Baylor Business Fellows which allows students to customize their degree plans. Both of these programs are similar to this proposal and the addition of the degree plan at Texas A&M will help ensure that our university remains a top choice for high-achieving students interested in a business degree.

A&M System Funding or Other Financial Implications:

Costs for this action are minimal because existing faculty and courses will be used. The selection process currently in place for the Business Honors Program will be used to add new students each year but the major will not add to the number of students in the college or at the university.
Agenda Item No.

TEXAS A&M UNIVERSITY
Office of the President
Date of Submission

Members, Board of Regents
The Texas A&M University System

Subject: Approval of a New Bachelor of Business Administration Degree Program with a Major in Business Administration, and Authorization to Request Approval from the Texas Higher Education Coordinating Board

I recommend adoption of the following minute order:

“The Board of Regents of The Texas A&M University System approves the establishment of a new degree program at Texas A&M University leading to a Bachelor of Business Administration degree (with a major in Business Administration).

The Board also authorizes submission of Texas A&M University’s new degree program request to the Texas Higher Education Coordinating Board for approval and hereby certifies that all applicable criteria of the Coordinating Board have been met.”

Respectfully submitted,

Dr. Michael K. Young, President

Approval Recommended:  

Approved for Legal Sufficiency:

John Sharp  
Chancellor  

Ray Bonilla  
General Counsel

Billy Hamilton  
Executive Vice Chancellor andChief Financial Officer
James R. Hallmark, Ph.D.
Vice Chancellor for Academic Affairs
Texas A&M University

Bachelor of Business Administration
with a major in Business Administration
(CIP 52.0101.00)

Program Review Outline

BACKGROUND & PROGRAM DESCRIPTION

Administrative Unit: Mays Business School

The Business Administration degree program will prepare students for a wide range of careers in fields that require a general study of business but not the depth of the existing majors in business.

The proposed Business Administration major enables students to combine their interests in several areas of business into an individualized degree plan. A customized combination of business courses is not possible through existing degree plans. This flexibility is attractive to students who have a particular career path or post-baccalaureate degree in mind. Examples of students who have stated an interest in this major are those with diverse learning objectives, or with career goals such as working in the family business, becoming an educator, or attending law school or medical school. The initial target group of students for the major are those participating in Business Honors. These students often seek options beyond a traditional major.

The 120-hour curriculum mirrors that of the other business degree plans but allows more flexibility in the choice of upper-level business electives. Students will consult with an academic advisor to develop their degree plan.

The proposed implementation date is spring semester of 2016.

Texas A&M University certifies that the proposed new degree program meets the criteria under the 19 Texas Administrative Code, Section 5.45 in regards to need, quality, financial and faculty resources, standards and costs. New costs during the first five years will not exceed $2 million.

I. NEED

A. Employment Opportunities

According to the U.S. Bureau of Labor Statistics, demand for workers with undergraduate business degrees is strong and will continue to grow. Many jobs only require a bachelor’s degree and some jobs are projected to grow at double and even triple the national average of other occupations during the next decade. Employers who hire Mays graduates are currently expressing interest in students with this major.

B. Projected Enrollment
The Business Administration major will not add to the number of students in the college or university. Current enrollment numbers for Mays Business School will remain the same. Students admitted to Mays will apply for the major and be selected through an application and selection process. Approximately 105 new students will be added each year and, accounting for attrition, a total cumulative headcount of about 350 students in the program.

C. Existing State Programs

The University of Texas currently has a Bachelor of Administration in Business Administration available to students in their Business Honors Program. While not a state university, Baylor University has a BBA in Baylor Business Fellows which allows students to customize their degree plans. Both of these programs are similar to this proposal and the addition of the degree plan at Texas A&M will help ensure that our university remains a top choice for high-achieving students interested in a business degree.

II. QUALITY & RESOURCES

A. Faculty

Sixteen faculty members will teach in the program. Ten have terminal degrees.

B. Program Administration

The program is under the direct administration of the Associate Dean, Undergraduate Program.

C. Other Personnel

A program director and academic advisor are in place.

D. Supplies, Materials

No additional supplies or materials are required.

E. Library

The library’s current holdings of books, periodicals, and on-line services are adequate.

F. Equipment, Facilities

The current space and building facilities are adequate to support the program and no new facilities will be needed.

Planned annual purchases will provide equipment and materials needed for teaching and administrative purposes.

G. Accreditation
Mays Business School is accredited by AACSB. AACSB provides accreditation for the Bachelor of Business Administration degree as a whole, not to each individual major; therefore no additional accreditation is needed.

### III. NEW 5 YEAR COSTS & FUNDING SOURCES

All personnel, facilities and equipment, library resources, supplies and materials, administration, and other costs related to the program are currently in place.

<table>
<thead>
<tr>
<th>NEW FIVE-YEAR COSTS</th>
<th>SOURCES OF FUNDING</th>
</tr>
</thead>
<tbody>
<tr>
<td>Faculty</td>
<td>$0</td>
</tr>
<tr>
<td>Program Administration</td>
<td>$0</td>
</tr>
<tr>
<td>Graduate Assistants</td>
<td>$0</td>
</tr>
<tr>
<td>Supplies &amp; Materials</td>
<td>$0</td>
</tr>
<tr>
<td>Library &amp; IT Resources</td>
<td>$0</td>
</tr>
<tr>
<td>Equipment, Facilities</td>
<td>$0</td>
</tr>
<tr>
<td>Other</td>
<td>$0</td>
</tr>
<tr>
<td><strong>Estimated 5-Year Costs</strong></td>
<td><strong>$0</strong></td>
</tr>
<tr>
<td></td>
<td>Formula Income</td>
</tr>
<tr>
<td></td>
<td>Statutory Tuition</td>
</tr>
<tr>
<td></td>
<td>Reallocation</td>
</tr>
<tr>
<td></td>
<td>Designated Tuition</td>
</tr>
<tr>
<td></td>
<td>Other Funding:</td>
</tr>
<tr>
<td></td>
<td><strong>List other funding</strong></td>
</tr>
</tbody>
</table>
|                                  | Estimated 5-year Revenues           | $
Request Form for Bachelor's and Master's Degrees

Following Board action on July 30, 2009, new bachelor’s and master’s programs that meet the following criteria are automatically approved (Chapter 5, Subchapter C, Section 5.44):

- The program has institutional and governing board approval;
- the program complies with the Standards for Bachelor’s and Master’s Programs;
- adequate funds are available to cover the costs of the new program;
- new costs during the first five years of the program will not exceed $2 million;
- the program is a non-engineering program (i.e., not classified under CIP code 14); and
- The program will be offered by a university or health-related institution.

A new bachelor’s or master’s degree program that meets these criteria may be requested using the Certification Form for New Bachelor’s and Master’s Programs and is automatically approved if no objections are received during the 30-day public comment period. The institution’s program inventory will be updated accordingly and a letter of approval will be sent to the institution/System. All other requests for new bachelor’s or master’s programs must be submitted using the Form for Requesting a New Bachelor’s or Master’s Degree Programs.

I. Need

NEEDS ASSESSMENT

Useful resources for developing a degree program proposal can be found at: http://www.thecb.state.tx.us/index.cfm?objectid=C52788D7-DBFD-5C19-BFA9642A88E40A48&flushcache=1&showdraft=1

Use the THECB website; to check program inventory for existing programs within the state http://www.thecb.state.tx.us/InteractiveTools/ProgramInventory/

A. Job Market Need – Provide short- and long-term evidence of the need for graduates in the job market.

According to the U.S. Bureau of Labor Statistics, demand for workers with undergraduate business degrees is strong and will continue to grow. Many jobs only require a bachelor’s degree and some jobs are projected to grow at double and even triple the national average of other occupations during the next decade.

Employers who hire Mays graduates are currently expressing interest in students with this major.

B. Student Demand – Provide short- and long-term evidence of demand for the program.

Student demand currently exists. Students in the major will also be participating in the Business Honors Program. Over the last ten years, the number of applications has almost tripled, from 325 in 2005 to 981 in 2015.

Students in the Business Honors Program participated in a survey and were invited to attend a focus group concerning the degree plan. Students like the flexibility offered by the proposed degree. Students with a strong interest in international business would elect to take more international business classes, participate in a reciprocal exchange and pursue an internship abroad. Students preparing for graduate school, law school, and medical school were particularly interested in the ability to choose from a wide variety of upper-level business and non-business courses and/or participation in a multi-semester research project.

Additionally, many of these high-achieving students choose to attend institutional competitors because of degree plans that offer this type of flexibility. The University of Texas’s BBA in
Business Administration (Business Honors Program) and Baylor's BBA in Business Fellows are two examples.

C. **Enrollment Projections** – Use this table to show the estimated cumulative headcount and full-time student equivalent (FTSE) enrollment for the first five years of the program. *(Include majors only and consider attrition and graduation.)*

The Business Administration major will not add to the number of students in the college or university. Current enrollment numbers for Mays Business School will remain the same. Students admitted to Mays will apply for the major and be selected through an application and selection process.

<table>
<thead>
<tr>
<th>Year</th>
<th>Change of Major/Transfers</th>
<th>New Students</th>
<th>Attrition</th>
<th>Graduation</th>
<th>Cumulative Headcount</th>
<th>Cumulative* FTES (New only)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>372</td>
<td>83</td>
<td>35</td>
<td>70</td>
<td>350</td>
<td>0</td>
</tr>
<tr>
<td>2</td>
<td>20</td>
<td>85</td>
<td>35</td>
<td>70</td>
<td>350</td>
<td>0</td>
</tr>
<tr>
<td>3</td>
<td>20</td>
<td>85</td>
<td>35</td>
<td>70</td>
<td>350</td>
<td>0</td>
</tr>
<tr>
<td>4</td>
<td>20</td>
<td>85</td>
<td>35</td>
<td>70</td>
<td>350</td>
<td>0</td>
</tr>
<tr>
<td>5</td>
<td>20</td>
<td>85</td>
<td>35</td>
<td>70</td>
<td>350</td>
<td>0</td>
</tr>
</tbody>
</table>

*These numbers will dictate the projected formula income in the funding source portion in Section III, Anticipated New Formula Funding.

**FTES = full-time equivalent student.**

Per CB guidelines, 1 FTES = 15 sch for UG, 12 sch for M, and 9 sch for D

II. **Quality**

A. **Degree Requirements** – Use this table to show the degree requirements of the program. *(Modify the table as needed; if necessary, replicate the table for more than one option.)*
For bachelor's degree:

<table>
<thead>
<tr>
<th>Category</th>
<th>Semester Credit Hours</th>
<th>Clock Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Education Core Curriculum (bachelor's degree only)</td>
<td>42</td>
<td></td>
</tr>
<tr>
<td>Required Courses</td>
<td>45</td>
<td></td>
</tr>
<tr>
<td>Prescribed Electives</td>
<td>21</td>
<td></td>
</tr>
<tr>
<td>Free Electives</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td>Other (Specify, e.g., internships, clinical work)</td>
<td>(if not included above)</td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td>120</td>
<td></td>
</tr>
</tbody>
</table>

For Master's degree programs:

B. Curriculum – Use these tables to identify the required courses and prescribed electives of the program. Note with an asterisk (*) courses that would be added if the program is approved. (*Add and delete rows as needed. If applicable, replicate the tables for different tracks/options.*)

<table>
<thead>
<tr>
<th>Prefix and Number</th>
<th>Required Courses</th>
<th>SCH</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECON 202</td>
<td>Principles of Economics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 203</td>
<td>Principles of Economics</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 125H</td>
<td>Business Learning Community</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 205H</td>
<td>Integrated Worklife Competencies</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 484</td>
<td>Internship</td>
<td>3</td>
</tr>
<tr>
<td>MGMT 466H</td>
<td>Strategic Management</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>5 of the following 9 courses must be taken as honors</td>
<td></td>
</tr>
<tr>
<td>ACCT 229</td>
<td>Introductory Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ACCT 230</td>
<td>Introductory Accounting</td>
<td>3</td>
</tr>
<tr>
<td>FINC 341</td>
<td>Business Finance</td>
<td>3</td>
</tr>
<tr>
<td>ISYS 210</td>
<td>Fundamentals of Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>SCMT 303</td>
<td>Statistical Methods</td>
<td>3</td>
</tr>
<tr>
<td>SCMT 364</td>
<td>Operations Management</td>
<td>3</td>
</tr>
<tr>
<td>MGMT 211</td>
<td>Legal and Social Environment of Business</td>
<td>3</td>
</tr>
<tr>
<td>MGMT 363</td>
<td>The Management Process</td>
<td>3</td>
</tr>
<tr>
<td>MKTG 321</td>
<td>Marketing</td>
<td>3</td>
</tr>
</tbody>
</table>

Students must take 6 hours of International Electives chosen from the list of courses approved for all business majors. An additional 15 hours of upper-level business coursework must be taken from the following list of courses.

<table>
<thead>
<tr>
<th>Prefix and Number</th>
<th>Prescribed Elective Courses</th>
<th>SCH</th>
</tr>
</thead>
<tbody>
<tr>
<td>International Elective</td>
<td>Chosen from list of 103 courses currently approved for all business majors.</td>
<td>3</td>
</tr>
<tr>
<td>International Elective</td>
<td>Chosen from list of 103 courses currently approved for all business majors.</td>
<td>3</td>
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<td>ACCT 327</td>
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<td>ACCT 328</td>
<td>Financial Reporting II</td>
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<td>FINC 361</td>
<td>Managerial Finance I</td>
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<tr>
<td>FINC 368</td>
<td>Trade Floor Dynamics</td>
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<td>Real Estate Decision-Making</td>
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<td>Applied Investment Analysis</td>
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<td>FINC 423</td>
<td>Options and Financial Futures</td>
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<td>ISYS 320</td>
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<td>Business Object Oriented Programming w/ Java Credits</td>
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<td>MGMT 422</td>
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<tr>
<td>MGMT 424</td>
<td>Organizational Design, Change, &amp; Development</td>
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<td>Marketing Research</td>
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<tr>
<td>MKTG 325</td>
<td>Retailing Concepts &amp; Policies</td>
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<td>Strategic Retailing</td>
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<tr>
<td>MKTG 335</td>
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<td>MKTG 345</td>
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<td>International Marketing: Study Abroad</td>
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<td>International Market Entry Strategies</td>
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<td>Product Management</td>
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<td>Account Planning and Research</td>
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<td>Sourcing and Procurement</td>
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<td>SCMT 336</td>
<td>Decision Support Systems</td>
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<td>SCMT 340</td>
<td>Supply Chain Management</td>
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<td>SCMT 345</td>
<td>Business Process Design</td>
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<td>SCMT 361</td>
<td>Operations Planning and Control</td>
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<td>SCMT 375</td>
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<td>SCMT 380</td>
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<td>SCMT 464</td>
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<td>SCMT 465</td>
<td>Information Technology for Supply Chain Mgmt</td>
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<tr>
<td>SCMT 468</td>
<td>Enterprise Resource Planning</td>
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</table>
a. Use these tables to provide information about Core and Support faculty. Add an asterisk (*) before the name of the individual who will have direct administrative responsibilities for the program. *(Add and delete rows as needed.)*

<table>
<thead>
<tr>
<th>Name of Core Faculty and Faculty Rank</th>
<th>Highest Degree and Awarding Institution</th>
<th>Courses Assigned in Program</th>
<th>% Time Assigned To Program</th>
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<tbody>
<tr>
<td>* Louder, Martha</td>
<td>PhD in Accounting</td>
<td>BUSN 125</td>
<td>100%</td>
</tr>
<tr>
<td>Associate Dean and Professor</td>
<td>Arizona State University</td>
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<tr>
<td>Benjamin, James</td>
<td>DBA in Accounting</td>
<td>ACCT 229H</td>
<td>100%</td>
</tr>
<tr>
<td>Department Head and Professor</td>
<td>Indiana University</td>
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<tr>
<td>Strawser, Jerry</td>
<td>PhD in Accounting</td>
<td>ACCT 229H</td>
<td>100%</td>
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<tr>
<td>Texas A&amp;M CFO and Professor</td>
<td>Texas A&amp;M University</td>
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<tr>
<td>McGowan, Annie</td>
<td>PhD in Accounting</td>
<td>ACCT 230H</td>
<td>67%</td>
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<tr>
<td>Assoc. Professor</td>
<td>University of North Texas</td>
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<tr>
<td>Sriskandarajah, Chelliah</td>
<td>PhD in Automation and Operations Research</td>
<td>SCMT 364H</td>
<td>50%</td>
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<tr>
<td>Professor</td>
<td>National Polytechnic Institute of Grenoble, France</td>
<td></td>
<td></td>
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<tr>
<td>Araujo, Andre'</td>
<td>PhD in Operations Management</td>
<td>ISYS 210H</td>
<td>33%</td>
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<tr>
<td>Clinical Asst. Professor</td>
<td>University of Oklahoma</td>
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<tr>
<td>Rangan, Sudarsan</td>
<td>PhD in Operations Management</td>
<td>SCMT 303H</td>
<td>33%</td>
</tr>
<tr>
<td>Clinical Asst. Professor</td>
<td>University of Oklahoma</td>
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<tr>
<td>Parish, Janet</td>
<td>PhD in Marketing</td>
<td>MKTG 321H</td>
<td>33%</td>
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<tr>
<td>Clinical Professor</td>
<td>University of Alabama</td>
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<tr>
<td>Hailey, Camille</td>
<td>J.D.</td>
<td>MGMT 211H</td>
<td>50%</td>
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<tr>
<td>Senior Lecturer</td>
<td>South Texas College of Law</td>
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<tr>
<td>Ndofo, Hermann</td>
<td>PhD in Management Sciences</td>
<td>MGMT 466H</td>
<td>33%</td>
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<tr>
<td>Assistant Professor</td>
<td>University of Wisconsin</td>
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<th>Courses Assigned in Program</th>
<th>% Time Assigned To Program</th>
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<td>Allen, Natalie</td>
<td>MS, Accounting</td>
<td>ACCT 230H</td>
<td>12%</td>
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<tr>
<td>Senior Lecturer</td>
<td>Texas A&amp;M University</td>
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<tr>
<td>Knoop, Jacqueline</td>
<td>MS, Accounting</td>
<td>ACCT 229</td>
<td>12%</td>
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<tr>
<td>Lecturer</td>
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<tr>
<td>Koufteros, Beth</td>
<td>MSOD</td>
<td>MGMT 363H</td>
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<tr>
<td>Senior Lecturer</td>
<td>Bowling Green State University</td>
<td></td>
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<tr>
<td>Guyton, Sally</td>
<td>MBA</td>
<td>FINC 341H</td>
<td>25%</td>
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<tr>
<td>Senior Lecturer</td>
<td>University of Texas</td>
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<tr>
<td>VanAlstyne, John</td>
<td>MS, Marketing</td>
<td>BUSN 205H</td>
<td>80%</td>
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<tr>
<td>Executive Professor</td>
<td>Texas A&amp;M</td>
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<tr>
<td>Morley, Kristine</td>
<td>MS, Educational Human Resource Development</td>
<td>BUSN 125H, 484</td>
<td>100%</td>
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<tr>
<td>Lecturer</td>
<td>Texas A&amp;M University</td>
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<td></td>
</tr>
</tbody>
</table>
b. What impact will the new program have on current programs in regards to faculty resources?

All faculty members are currently teaching these courses and no adjustments in teaching load are required.

1. How will the teaching load of current faculty be impacted?
2. How will the teaching load of faculty assigned a portion of their time to the new program be covered?

D. Students – Describe general recruitment efforts and admission requirements. In accordance with the institution’s Uniform Recruitment and Retention Strategy, describe plans to recruit, retain, and graduate students from underrepresented groups for the program.

Interested students will use ApplyTexas to apply to the program. Applications are reviewed by the Office of Admissions for admission to Mays Business School. A separate review process at Mays Business School is used to select students for this program.

An active recruitment and retention process is currently in place. Students receive phone calls and are invited to events in their hometown and/or at Mays Business School. An Academic Advisor is assigned to students in the program. Recruitment, retention, and graduation numbers are positive.

E. Library – Provide the library director’s assessment of library resources necessary for the program. Describe plans to build the library holdings to support the program.

No additional library resources are required. The library’s current holdings of books, periodicals, and on-line services are adequate.

F. Facilities and Equipment – Describe the availability and adequacy of facilities and equipment to support the program. Describe plans for facility and equipment improvements/additions.

All business classes are held in the Wehner Building. The building features classrooms which accommodate the variety of teaching methods used by the program faculty and each classroom is equipped with state-of-the-art technology and multi-media equipment. The current space and building facilities are adequate to support the program and no renovations or new facilities will be needed.

Planned annual purchases will provide equipment and materials needed for teaching and administrative purposes. No additional new equipment will be needed to support the program.

G. Accreditation – If the discipline has a national accrediting body, describe plans to obtain accreditation or provide a rationale for not pursuing accreditation.
Mays Business School is accredited by AACSB. AACSB provides accreditation for the Bachelor of Business Administration degree as a whole, not to each individual major; therefore no additional accreditation is needed.

H. **Evaluation** – Describe the evaluation process that will be used to assess the quality and effectiveness of the new degree program.

Assessment will be conducted using the Office of Institutional Assessment process.

III. **Costs and Funding**

**New Five-Year Costs and Funding Sources** - Use this table to show new five-year costs and sources of funding for the program. (Please refer to reference and resources at end of document in developing information)

All personnel, facilities and equipment, library resources, supplies and materials, administration, and other costs related to the program are currently in place.

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<th>Five-Year Costs</th>
<th>Five-Year Funding</th>
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<td><strong>Personnel</strong></td>
<td>Reallocated Funds</td>
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<td>Administration</td>
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<td>Graduate Assistants</td>
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<td>Clerical/Staff</td>
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<td>Other Personnel</td>
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<td><strong>Facilities, Equipment &amp; IT Resources</strong></td>
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<td><strong>Other²</strong></td>
<td>Other⁴</td>
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<td><strong>Total Costs</strong></td>
<td>Total Funding</td>
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<td></td>
<td>$0</td>
</tr>
</tbody>
</table>

1. Report costs for reassigned faculty, new faculty hires, graduate assistants, and technical support personnel. Prorate individual salaries as a percentage of the time assigned to the program. If existing faculty will contribute to program, include costs necessary to maintain existing programs (e.g., cost of adjunct to cover courses previously taught by faculty who would teach in new program).

2. Specify other costs here (e.g., accreditation, travel).

3. Indicate formula funding for students new to the institution because of the program; formula funding should be included only for years three through five of the program and should reflect enrollment projections for years three through five.

4. Report other sources of funding here. In-hand grants, "likely" future grants, and fees can be included.
Reference and Resources for completion of proposal.

For certification on signature page.

*TAC Section 5.50 (b).*

(b) To be approved by the Commissioner, a proposal for a new degree program must include certification in writing from the Board of Regents of a proposing institution, in a form prescribed by the Commissioner, that the following criteria have been met:

1. The proposed degree program is within the Table of Programs previously approved by the Board for the requesting institution.
2. The curriculum, faculty, resources, support services, and other components of a proposed degree program are comparable to those of high quality programs in the same or similar disciplines offered by other institutions.
3. Clinical or in-service placements, if applicable, have been identified in sufficient number and breadth to support the proposed program.
4. The program is designed to be consistent with the standards of the Commission on Colleges of the Southern Association of Colleges and Schools, and with the standards of other applicable accrediting agencies; and is in compliance with appropriate licensing authority requirements.
5. The institution has provided credible evidence of long-term student interest and job-market needs for graduates; or, if proposed by a university, the program is appropriate for the development of a well-rounded array of basic baccalaureate degree programs at the institution where the principal faculty and other resources are already in place to support other approved programs and/or the general core curriculum requirements for all undergraduate students.
6. The program would not be unnecessarily duplicative of existing programs at other institutions.
7. Implementation and operation of the program would not be dependent on future Special Item funding.
8. New costs to the institution over the first five years after implementation of the program would not exceed $2,000,000.
Section II. C of the CB proposal asks campuses to provide information about Core and Support Faculty but does not ask for any other personnel information or any additional personnel who may be involved in the delivery of the new program. AND Section III of the proposal requests identification of personnel costs for first five-year period.

The following ‘FTE personnel’ table provides program proposal preparers an avenue to identify personnel requirements by category types, along with the types of funding sources [new costs vs. reallocated/reassigned funds from existing sources] for these personnel. The total costs from this table will provide ‘Personnel’ information costs to be included within Section III -- the ‘Five-Year Costs and Funding Sources’ table on p. 4 of the program proposal form.

Personnel to support the program are already in place.

**FTE Personnel Involved in Delivery of New Program**

<table>
<thead>
<tr>
<th>Personnel</th>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
<th>Year 4</th>
<th>Year 5</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Program Administration</strong></td>
<td>New</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Reassignment</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>CORE Faculty</strong></td>
<td>New</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Reassignment</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>SUPPORT Faculty</strong></td>
<td>New</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Reassignment</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Graduate Student Assts</strong></td>
<td>New</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Reassignment</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Clerical/Other Support</strong></td>
<td>New</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Reassignment</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>New</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Reassignment</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

5-Year TOTAL/TOTAL

NOTE: Reassignment = reallocation(s)
NEW COSTS TO THE INSTITUTION OF THE PROGRAM/ADMINISTRATIVE CHANGE  (TAMUS modified)

*Complete this chart to indicate the dollar costs to the institution that are anticipated from the change requested.*

No new costs are anticipated.

<table>
<thead>
<tr>
<th>Cost Category</th>
<th>Cost Sub-Category</th>
<th>1st Year</th>
<th>2nd Year</th>
<th>3rd Year</th>
<th>4th Year</th>
<th>5th Year</th>
<th>TOTALS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Faculty Salaries</td>
<td>(New)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>(Reassignments)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Program Administration</td>
<td>(New)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td></td>
<td>(Reassignments)</td>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Graduate Assistants</td>
<td>(New)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>(Reassignments)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clerical/Staff</td>
<td>(New)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>(Reassignments)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Supplies &amp; Materials</td>
<td></td>
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<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Equipment &amp; IT Resources**</td>
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<td></td>
</tr>
<tr>
<td>Facilities</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other (Identify)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTALS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

AAR/Webmasters Updated 11/30/2010
ANTICIPATED SOURCES OF FUNDING  
Note: Use this chart to indicate the dollar amounts anticipated from various sources. Use the additional explanation section that follows this page to specify as completely as possible each non-formula funding source.

<table>
<thead>
<tr>
<th>Funding Category</th>
<th>1st Year</th>
<th>2nd Year</th>
<th>3rd Year</th>
<th>4th Year</th>
<th>5th Year</th>
<th>TOTALS</th>
</tr>
</thead>
<tbody>
<tr>
<td>I. Formula Income*</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>II. Other State Funding*</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>III. Reallocation of Existing Resources*</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>IV. Federal Funding* (In-hand only)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>V. Other Funding*</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

TOTALS

*For more information, please refer to the accompanying Anticipated Sources of Funding: Explanatory Notes and Examples
# NON-FORMULA SOURCES OF FUNDING

*Note:* Use this form to specify as completely as possible each of the non-formula funding sources for the dollar amounts listed on the reverse side of this form.

<table>
<thead>
<tr>
<th>Funding Category</th>
<th>Non-Formula Funding Sources</th>
</tr>
</thead>
<tbody>
<tr>
<td>II. Other State Funding*</td>
<td>#1</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>#2</td>
</tr>
<tr>
<td>III. Reallocation of Existing Resources*</td>
<td>#1</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>#2</td>
</tr>
<tr>
<td>IV. Federal Funding*</td>
<td>#1</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>#2</td>
</tr>
<tr>
<td>V. Other Funding*</td>
<td>#1</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>#2</td>
</tr>
</tbody>
</table>
Explanations: ANTICIPATED SOURCES OF FUNDING: EXPLANATORY NOTES AND EXAMPLES

I. Formula Income
   A. The first two years of any new program should not draw upon formula income to pay for the program.
   B. For each of Years 3 through 5, enter the smaller of:
      1. the new formula income you estimate the program would generate, based on projected enrollments and formula funding rates; or
      2. half of the estimated program cost for that year.
   C. Because enrollments are uncertain and programs need institutional support during their start-up phase, it is the Coordinating Board's policy to require institutions to demonstrate that they can provide:
      1. sufficient funds to support all the costs of the proposed program for the first two years (when no new formula funding will be generated); and
      2. half of the costs of the new program during years three through five.
   D. When estimating new formula income, institutions should take into account the fact that students switching programs do not generate additional formula funding to the institution. For example, if a new master's program has ten students, but five of them switched into the program from existing master's programs at the institution, only five of the students will generate new formula income to help defray the costs of the program.

II. Other State Funding
    This category could include special item funding appropriated by the legislature, or other sources of funding from the state that do not include formula-generated funds (e.g., HEAF, PUF, etc.).

III. Reallocation of Existing Resources:
    If faculty in existing, previously budgeted positions is to be partially or wholly reallocated to the new program, you should explain in the text of your proposal how the institution will fulfill the current teaching obligations of those faculty and include any faculty replacement costs as program costs in the budget.

IV. Federal Funding
    Only federal monies from grants or other sources currently in hand may be included. Do not include federal funding sought but not secured. If anticipated federal funding is obtained, at that time it can be substituted for funds designated in other funding categories. Make note within the text of the proposal of any anticipated federal funding.

V. Other Funding
    This category could include Auxiliary Enterprises, special endowment income, or other extramural funding.
Certification Form for New Bachelor's and Master's Programs
Texas Higher Education Coordinating Board

Directions: An institution shall use this form to request a new bachelor’s or master’s degree program that meets all criteria for automatic approval in Coordinating Board Rules, Chapter 5, Subchapter C, Section 5.44: (a) The program has institutional and governing board approval; (b) the program complies with the Standards for Bachelor's and Master's Programs; (c) adequate funds are available to cover the costs of the new program; (d) new costs during the first five years of the program will not exceed $2 million; (e) the program is a non-engineering program (i.e., not classified under CIP code 14); and (f) the program will be offered by a university or health-related institution.

If a new bachelor’s or master’s program does not meet the criteria above, an institution must submit a request using the Form for Requesting a New Bachelor's and Master's Degree Program.

Information: Contact the Division of Academic Affairs and Research at 512/427-6200 for more information.

Administrative Information

1. Institution: Texas A&M University

2. Program Name: Show how the program would appear on the Coordinating Board's program inventory (e.g., Bachelor of Business Administration degree with a major in Accounting; Bachelor of Arts in Interdisciplinary Studies with 4-8 ESL Generalist Certification).

Bachelor of Business Administration with a major in Business Administration

3. Proposed CIP Code: 52.0101.00

4. Number of Required Semester Credit Hours (SCHs) (If the number of SCHs exceeds 120 for a bachelor’s program, the institution must request a waiver documenting the compelling academic reason for requiring more SCHs): 120

5. Administrative Unit: Identify where the program would fit within the organizational structure of the university (e.g., The Department of Electrical Engineering within the College of Engineering). Special Programs Office within Mays Business School

6. Delivery Mode: Identify how and where the program would be delivered, e.g. on-campus face-to-face, online, off-campus, interactive videoconferencing, hybrid, etc.

   Face-to-face

7. Implementation Date: Report the first semester and year that students would enter the program. Spring 2016

8. Contact Person: Provide contact information for the person who can answer specific questions about the program.
   Name: Kris Morley
   Title: Director, Business Honors
   E-mail: kmorley@mays.tamu.edu
   Phone: 979.862.8975
Signature Page

I hereby certify that all of the following criteria have been met in accordance with the procedures outlined in Coordinating Board Rules, Chapter 5, Subchapter C, Section 5.44:

(a) The program has institutional approval.

(b) The program complies with the Standards for Bachelor’s and Master’s Programs.

(c) Adequate funds are available to cover the costs of the new program.

(d) New costs during the first five years of the program will not exceed $2 million.

(e) The program is a non-engineering program (i.e., not classified under CIP code 14).

(f) The program will be offered by a university or health-related institution.

I understand that the Coordinating Board will update the program inventory for the institution if no objections to the proposed program are received during the 30-day public comment period.

__________________________________________
Chief Executive Officer                        Date

__________________________________________
Board of Regents (or Designee)                 Date
SPECIAL CONSIDERATION

DWIGHT LOOK COLLEGE OF ENGINEERING
DEPARTMENT OF MECHANICAL ENGINEERING
MINOR IN ANALYSIS, DESIGN AND MANAGEMENT OF ENERGY CONVERSION SYSTEMS
REQUEST FOR A NEW MINOR
Texas A&M University  
Proposed Minor Field of Study

Name of Minor Program: Analysis, Design, and Management of Energy Conversion Systems

Department: Mechanical Engineering

College: Dwight Look College of Engineering

Will grant a minor [ ] Yes [ ] No  Academic Year: 2016

A selection from among the following courses will constitute a minor field of study.

A. The following ___ hours of course work are required.
   MEEN 344
   MEEN 461
   MEEN 421

B. Select ___ hours from the following courses.
   MEEN 410
   MEEN 472
   MEEN 436
   MEEN 437

Please indicate further requirements such as grade point requirement, prerequisites, resident (if above the minimum 6 hours at the 300- to 400-level), capstone or methods courses.

Minimum of ___ hours required.

Minimum of 6 hours at 300- to 400-level

3.5 Minimum Overall GPA.

Prerequisites of required and elective courses must be satisfied (C or better) even if not counting toward degree or minor.

Reviewed and approved by:

[Signature]
Department Head/Program Director  Date  7/33/15

[Signature]
AOC Dean of College  Date  [Stamp: CURRICULAR SERVICES]

[Stamp: RECEIVED JUL 24 2015]
TO: Dr. Ann Kenmeier  
Associate Provost for Undergraduate Studies  
Texas A&M University

THROUGH: Dr. Prasad Enjeti  
Associate Dean for Undergraduate Programs  
Dwight Look College of Engineering

THROUGH: Dr. Andreas Polycarpou  
Meinhard H. Kotzebue '14 Professor and Department Head  
Department of Mechanical Engineering

FROM: Dr. Timothy Jacobs  
Undergraduate Program Director  
Department of Mechanical Engineering

DATE: July 23, 2015

RE: Proposed Minor Programs in Mechanical Engineering as Amended by UGA on 7/22/2015

The Department of Mechanical Engineering at Texas A&M University proposes the implementation of three minor programs as described herein. These programs have been approved by the faculty of the department on April 17, 2015.

The objectives of the MEEN minors are thus:

1. Expand the working knowledge of mechanical engineering principles to broader engineering activities, and
2. Provide non-MEEN students with a specialized aspect of mechanical engineering to enhance their skillset and capabilities within their discipline-specific field.

The approach taken to offer MEEN minors are thus:

1. Students must be high-achieving in their own discipline. Minimum GPA for MEEN minor applicants is 3.5.
2. Students may apply as early as their fourth semester of college but before their seventh semester of college.
3. Students may choose among one or more of the following three minor programs. Courses under each track are those required for the minor; students must still satisfy course pre-requisites (C or better) which may or may not apply toward the minor or the student’s major degree(s):
   a. Analysis, Design and Management of Energy Conversion Systems
      i. MEEN 344 – Fluid Mechanics
ii. MEEN 461 – Heat Transfer
iii. MEEN 421 – Thermal Fluid Systems Analysis and Design
iv. Two choices of:
   1. MEEN 410 – Internal Combustion Engines
   2. MEEN 436 – HVAC
   3. MEEN 437 – Building Energy Analysis
   4. MEEN 472 – Gas Dynamics

b. Control of Mechanical Systems
   i. MEEN 363 – Dynamics
   ii. MEEN 364 – Systems and Control
   iii. MEEN 431 – Advanced System Dynamics and Controls
   iv. Two choices of:
       1. MEEN 408 – Introduction to Robotics
       2. MEEN 411 – Mechanical Controls
       3. MEEN 432 – Automotive Engineering
       4. MEEN 433 – Mechatronics
       5. MEEN 434 – Dynamics and Modeling of Mechatronic Systems
       6. MEEN 459 – Mechanical Vibrations

c. Design and Simulation of Mechanical Systems
   i. MEEN 363 – Dynamics
   ii. MEEN 368 – Solid Mechanics in Mechanical Design
   iii. MEEN 475 – Materials in Design
   iv. Two choices of:
       1. MEEN 441 – Design of Mechanical Components and Systems
       2. MEEN 442 – Computer Aided Engineering
       3. MEEN 444 – Finite Element Analysis in Mechanical Engineering
       4. MEEN 448 – Fundamentals of Nondestructive Testing
       5. MEEN 460 – Corrosion Engineering
       6. MEEN 467 – Mechanical Behavior of Materials
SPECIAL CONSIDERATION

DWIGHT LOOK COLLEGE OF ENGINEERING
DEPARTMENT OF MECHANICAL ENGINEERING
MINOR IN CONTROL OF MECHANICAL SYSTEMS
REQUEST FOR A NEW MINOR
Texas A&M University
Proposed Minor Field of Study

Name of Minor Program: Control of Mechanical Systems

Department: Mechanical Engineering

College: Dwight Look College of Engineering

Will grant a minor [✓] Yes [ ] No

Academic Year: 2016

A selection from among the following courses will constitute a minor field of study.

A. The following ___9___ hours of course work are required.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>MEEN 363</td>
<td></td>
</tr>
<tr>
<td>MEEN 364</td>
<td></td>
</tr>
<tr>
<td>MEEN 431</td>
<td></td>
</tr>
</tbody>
</table>

B. Select ___6___ hours from the following courses.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>MEEN 408</td>
<td></td>
</tr>
<tr>
<td>MEEN 411</td>
<td></td>
</tr>
<tr>
<td>MEEN 432</td>
<td></td>
</tr>
<tr>
<td>MEEN 433</td>
<td></td>
</tr>
<tr>
<td>MEEN 434</td>
<td></td>
</tr>
<tr>
<td>MEEN 459</td>
<td></td>
</tr>
</tbody>
</table>

Please indicate further requirements such as grade point requirement, prerequisites, resident (if above the minimum 6 hours at the 300- to 400-level), capstone or methods courses.

Minimum of _____ hours required.

Minimum of 6 hours at 300- to 400-level

3.5 Minimum Overall GPA.

Prerequisites of required and elective courses must be satisfied (C or better) even if not counting toward degree or minor.

Reviewed and approved by:

[Signature]
Department Head/Program Director Date

[Signature]
AOC Dean of College Date
TO: Dr. Ann Kenmeier  
Associate Provost for Undergraduate Studies  
Texas A&M University

THROUGH: Dr. Prasad Enjeti  
Associate Dean for Undergraduate Programs  
Dwight Look College of Engineering

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1. Students must be high-achieving in their own discipline. Minimum GPA for MEEN minor applicants is 3.5.
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3. Students may choose among one or more of the following three minor programs. Courses under each track are those required for the minor; students must still satisfy course prerequisites (C or better) which may or may not apply toward the minor or the student’s major degree(s):
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iv. Two choices of:
   1. MEEN 410 – Internal Combustion Engines
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   3. MEEN 437 – Building Energy Analysis
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       2. MEEN 442 – Computer Aided Engineering
       3. MEEN 444 – Finite Element Analysis in Mechanical Engineering
       4. MEEN 448 – Fundamentals of Nondestructive Testing
       5. MEEN 460 – Corrosion Engineering
       6. MEEN 467 – Mechanical Behavior of Materials
SPECIAL CONSIDERATION

DWIGHT LOOK COLLEGE OF ENGINEERING
DEPARTMENT OF MECHANICAL ENGINEERING
MINOR IN DESIGN AND SIMULATION OF MECHANICAL SYSTEMS
REQUEST FOR A NEW MINOR
Texas A&M University
Proposed Minor Field of Study

Name of Minor Program: Design and Simulation of Mechanical Systems

Department: Mechanical Engineering

College: Dwight Look College of Engineering

Will grant a minor [✓] Yes  [ ] No  Academic Year: 2016

A selection from among the following courses will constitute a minor field of study.

A. The following _9_ hours of course work are required.
   MEEN 363
   MEEN 368
   MEEN 475
   MEEN 441
   MEEN 448
   MEEN 444
   MEEN 460
   MEEN 467

B. Select _6_ hours from the following courses.
   MEEN 442
   MEEN 467

Please indicate further requirements such as grade point requirement, prerequisites, resident (if above the minimum 6 hours at the 300- to 400-level), capstone or methods courses.

Minimum of _____ hours required.

Minimum of 6 hours at 300- to 400-level
3.5 Minimum Overall GPA.

Prerequisites of required and elective courses must be satisfied (C or better) even if not counting toward degree or minor.

Reviewed and approved by:

[Signature]
Department Head/Program Director
Date: 7/23/15

[Signature]
AOC Dean of College
Date:

RECEIVED
CURRICULAR SERVICES
JUL 24, 2015
TO: Dr. Ann Kenmeier  
Associate Provost for Undergraduate Studies  
Texas A&M University

THROUGH: Dr. Prasad Enjeti  
Associate Dean for Undergraduate Programs  
Dwight Look College of Engineering

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FROM: Dr. Timothy Jacobs  
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DATE: July 23, 2015

RE: Proposed Minor Programs in Mechanical Engineering as Amended by UGA on 7/22/2015

The Department of Mechanical Engineering at Texas A&M University proposes the implementation of three minor programs as described herein. These programs have been approved by the faculty of the department on April 17, 2015.

The objectives of the MEEN minors are thus:
1. Expand the working knowledge of mechanical engineering principles to broader engineering activities, and
2. Provide non-MEEN students with a specialized aspect of mechanical engineering to enhance their skillset and capabilities within their discipline-specific field.

The approach taken to offer MEEN minors are thus:
1. Students must be high-achieving in their own discipline. Minimum GPA for MEEN minor applicants is 3.5.
2. Students may apply as early as their fourth semester of college but before their seventh semester of college.
3. Students may choose among one or more of the following three minor programs. Courses under each track are those required for the minor; students must still satisfy course prerequisites (C or better) which may or may not apply toward the minor or the student's major degree(s):
   a. Analysis, Design and Management of Energy Conversion Systems
      i. MEEN 344 – Fluid Mechanics
ii. MEEN 461 – Heat Transfer
iii. MEEN 421 – Thermal Fluid Systems Analysis and Design
iv. Two choices of:
   1. MEEN 410 – Internal Combustion Engines
   2. MEEN 436 – HVAC
   3. MEEN 437 – Building Energy Analysis
   4. MEEN 472 – Gas Dynamics
b. Control of Mechanical Systems
   i. MEEN 363 – Dynamics
   ii. MEEN 364 – Systems and Control
   iii. MEEN 431 – Advanced System Dynamics and Controls
   iv. Two choices of:
      1. MEEN 408 – Introduction to Robotics
      2. MEEN 411 – Mechanical Controls
      3. MEEN 432 – Automotive Engineering
      4. MEEN 433 – Mechatronics
      5. MEEN 434 – Dynamics and Modeling of Mechatronic Systems
      6. MEEN 459 – Mechanical Vibrations
c. Design and Simulation of Mechanical Systems
   i. MEEN 363 – Dynamics
   ii. MEEN 368 – Solid Mechanics in Mechanical Design
   iii. MEEN 475 – Materials in Design
   iv. Two choices of:
      1. MEEN 441 – Design of Mechanical Components and Systems
      2. MEEN 442 – Computer Aided Engineering
      3. MEEN 444 – Finite Element Analysis in Mechanical Engineering
      4. MEEN 448 – Fundamentals of Nondestructive Testing
      5. MEEN 460 – Corrosion Engineering
      6. MEEN 467 – Mechanical Behavior of Materials