

Course Changes

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*): Department of Horticulture

2. Course prefix, number and complete title of course: HORT 681 Seminar

Attach a brief supporting statement for changes made to items 3a thru 3d, and 6 below.

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:

681. Seminar. (1-0). Credit 1.

Student and staff participation in review of literature and reporting on current developments in research on production and processing of horticultural crops. Required of all graduate students in horticulture and floriculture.

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

681.Seminar. (1-0). Credit 1.

Student and staff participation in review of literature and reporting on current developments in research on production and processing of horticultural crops. Required of all graduate students in horticulture and floriculture.. May be taken more than once, but not to exceed 3 hours of credit towards a degree. Prerequisite: Graduate classification.

7. a. As currently in course inventory:

Prefix				Course #			Title (excluding punctuation)													Admin. Unit					FICE Code						Level											
H	O	R	T	6	8	1	S	E	M	I	N	A	R																													
Lect.	Lab	SCH		CIP and Fund Code													Admin. Unit					FICE Code						Level														
0	1	0	0	0	1	0	1	1	1	0	3	0	0	0	5	1	5	2	0	0	0	3	6	3	2	6																

b. Change to:

Prefix				Course #			Title (excluding punctuation)													Admin. Unit					Acad. Year						FICE Code						Level				
Lect.	Lab	SCH		CIP and Fund Code													Admin. Unit					Acad. Year						FICE Code						Level							

Approval recommended by:

Dr. Michael Arnold 9/18/13
 Department Head or Program Chair (*Type Name & Sign*) Date

9/18/13
 Chair, College Review Committee Date

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

Dr. David Reed 9/18/13
 Dean of College Date

Submitted to Coordinating Board by:

10-10-13
 Chair, GC or UCC Date

Associate Director, Curricular Services

Date

Effective Date


RECEIVED

SEP 19 2013

GRADUATE STUDIES

TO: Office of Graduate and Professional Studies

Through: Dr. Wm. David Reed, Assoc. Dean, COALS

From: Dr. Michael Arnold, Assoc. Head for Graduate Programs,
Dept. of Horticultural Sciences 

Date: Sept. 13, 2013

Subject: Change for repeat credit on HORT 681 Seminar

The Horticultural Sciences Department would like to allow repeat credit up to three credit hours per degree for completion of the requirements of HORT 681 our graduate seminar course. This is a course focusing on the discussion and presentation of the latest research, teaching, and professional topics in the field of horticulture, thus the content of the course changes from semester to semester and students would benefit from more than one semester's exposure to the course. This request is a change implemented as a part of the response to our recently completed external Departmental review. Thank you for your assistance with this change.

Cc: Dr. R. Daniel Lineberger, Head of Dept. Horticultural Sciences

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry should be supported by a valid receipt or invoice. This not only helps in tracking expenses but also ensures compliance with tax regulations.

In the second section, the author provides a detailed breakdown of the monthly budget. It includes categories for housing, utilities, food, and entertainment. Each category is further divided into specific items, such as rent, electricity, groceries, and dining out. This level of detail allows for a clear understanding of where the money is being spent.

The third part of the document focuses on investment strategies. It explores various options, including stocks, bonds, and real estate. The author discusses the risks and potential returns of each, providing a balanced view to help the reader make informed decisions.

Finally, the document concludes with a summary of key points and a call to action. It encourages the reader to regularly review their financial situation and make adjustments as needed. The author also provides contact information for further assistance.

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RECEIVED

SEP 24 2013

GRADUATE STUDIES

Form Instructions

1. Request submitted by (*Department or Program Name*): Educational Psychology
2. Course prefix, number and complete title of course: SPSY 617: Emotional Disturbance in Children

Attach a brief supporting statement for changes made to items 3a thru 3d, and 6 below.

3. Change requested Graduate classification; approval of department
 - a. Prerequisite(s): From: head To: SPSY 610; SPSY 612
 - 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: _____

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

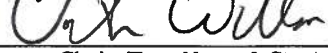
7. a. As currently in course inventory:


Prefix			Course #			Title (excluding punctuation)																									
S	P	S	Y	6	1	7	E	D		I	N		C	H	I	L	D	R	E	N											
0	3	0	0	0	3	4	2	2	8	0	5	0	0	0	1	0	9	2	0	0	0	3	6	3	2	6					

- b. Change to:

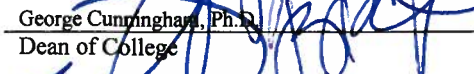
Prefix			Course #			Title (excluding punctuation)																																	
Lect.	Lab	SCH	CIP and Fund Code										Admin. Unit			Acad. Year			FICE Code			Level																	

Approval recommended by:


Victor Willson, Ph.D.  Date _____

George Cunningham, Ph.D.  Date 10/21/13

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

George Cunningham, Ph.D.  Date 10/21/13

Dean of College

Submitted to Coordinating Board by: Mark Zoran  Date 10-10-13

Chair, CC or UCC

Associate Director, Curricular Services Date _____ Effective Date _____

RECEIVED

SEP 24 2013



August 23, 2013

GRADUATE STUDIES

MEMORANDUM

TO: Graduate Instruction Committee, CEHD

THROUGH: George Cunningham, Ph.D.
Associate Dean, College of Education and Human Development

FROM: Victor Willson, Ph.D.
Professor and Head

SUBJECT: Course Change – SPSY 617

Two handwritten signatures in blue ink are present. The first signature, 'Victor Willson', is written over the 'FROM' field. The second signature is written over the 'THROUGH' field.

Attached, please find the appropriate paperwork for changing the prerequisite for SPSY 617: Emotional Disturbance in Children

Pursuant to the directives of the College, the following information is provided:

1. Rationale: SPSY 617 is a course that is offered in the second year of our school psychology doctoral program. This course is designed specifically for these students and is based on the knowledge these students learn in SPSY 610 and SPSY 612. When students enroll in this course who have not met had these two courses they are unprepared for the rigor of SPSY 617 and the instructor is not in a position to assist them with catching up. As such, it is best that SPSY 610 and SPSY 612 be listed as official prerequisites to prevent students who are unprepared for the course from registering.
2. Vote by the Program: The changes have the unanimous support of our department.

We appreciate your consideration of this course. Please contact us should you require any additional information.