Course Changes
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): Department of Ecosystem Science and Management
   BAEN 651

2. Course prefix, number and complete title of course:
   GEOG 398 and RENR 444 or approval of instructor.
   Graduate classification.

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:
   Geographic Information Systems. (2-2) Credit 3. Design, planning and implementation of geographic information systems; computer hardware and software evaluation; practical experience in data entry, analysis and update of spatial and characteristic data; linkages of GIS and artificial intelligence; use of maps and remotely sensed data as data inputs. Prerequisites: GEOG 398 and RENR 444 or approval of instructor. Cross-listed with BAEN 651.

6. Complete proposed course title and proposed catalog course description (not to exceed 50 words):
   Geographic Information Systems for Resource Management. (2-2) Credit 3. Geographic Information System (GIS) approach to the integration of spatial and attribute data to study the capture, analysis, manipulation and portrayal of natural resource data; examination of data types/formats, as well as the integration of GIS with remote sensing and Global Positioning System; laboratory includes extensive use of GIS applications to conduct analyses of topics in natural resources. Prerequisites: Graduate classification. Cross-listed with BAEN 651.

7. a. As currently in course inventory:

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<tr>
<th>Prefix</th>
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<th>Title (excluding punctuation)</th>
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b. Change to:

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</tbody>
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Approval recommended by:

Dr. David Baldwin 7/12/13
Department Head or Program Chair (Type Name & Sign) Date

Dr. David Read 7/12/13
Chair, College Review Committee Date

Dr. Steve Stacey 7/12/13
Department Head or Program Chair (Type Name & Sign) Date
(if cross-listed course)

Submitted to Coordinating Board by:

Dr. Mark Zoran 11/15/13
Chair, GC or UCC Date

Date Effective Date

Associate Director, Curricular Services
Introduction to Geographic Information Systems
ESSM 351/651 (also known as BAEN 651)
Fall 2013

Instructor: Dr. Rusty Feagin
Office: 221C Centeq Building B, 1500 Research Parkway
Phone: 862-2612
E-mail: feaginr@tamu.edu
TAs: TBA

Office Hours: By appointment. Please contact through e-mail.

Lecture: All Sections—MW 12:40 am -1:30 pm. Room HFSB 102

Labs:
- ESSM 351 Section 501--- T 8-10 am, Room HFSB 124
- ESSM 351 Section 502--- M 1-3 pm, Room HFSB 124
- ESSM 351 Section 503--- M 3-5 pm, Room HFSB 124
- BAEN/ESSM Section 601--- M 8-10 am, HFSB 124
- BAEN/ESSM Section 602--- T 3-5 pm, HFSB 124

Required Text: None.

Course Web Page and WebCT site: http://elearning.tamu.edu

Bus Route to Centeq: http://transport.tamu.edu

Attendance: Make-ups on class tests, quizzes, and lab homework assignments will not be allowed unless the student has a university-excused absence.

Late Work Policy: No late work accepted without a university-excused absence. If the student has a university-excused absence, assignments are worth full credit.

Prerequisites: None

Grading: A = 90-100, B = 80-89, C = 70-79, D = 60-69, F = 0-59

Undergraduates (FRSC 461)
- Two Tests 40 pts. (20 pts. each)
- Lab 60 pts.

Graduates (ESSM 651)
- Two Tests 40 pts. (20 pts. each)
- Lab 50 pts.
- Term Project 10 pts.
Course Learning Objectives:
- Integrate data and information from a variety of sources, from both spatial and non-spatial databases.
- Identify data needs and appropriate processing methods in the context of a GIS project
- Formulate and assess spatial models and their applicability for solving problems in natural resources
- Generate and organize a plan for geoprocessing that leads to a desired project outcome
- Interpret and discuss the principles of GPS technologies, combine that information in the context of a GIS
- Design maps as a form of visual communication according to cartographic principles
- Display a recognition of the responsibility of adhering to ethical standards in decision-making on behalf of clients and the public, in the context of managing a project, collaborating within a project team
- Prepare and deliver a technical presentation that outlines a natural resource problem of a spatial nature and justifies its solution as a series of steps using spatial technologies

Topics Covered:
What is GIS?/Components of GIS
Scale and Projections
Attribute Data, Vector Database Structure, Enterprise GIS
Input: Data Sources
Classic Operations/Geoprocessing
Test #1 – Wednesday, Oct. 9

Raster & Imagery: GRID, DEM, LIDAR
Spatial Analyst, 3D Analyst, ModelBuilder, Google Earth
GPS
Remote Sensing
Output: Maps and Cartography
Test #2 – Mon/Wed, Nov. 25/27

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 the Department of Student Life, Services for Students with Disabilities, in Cain Hall or call 845-1637.

Aggie Code of Honor: An Aggie does not lie, cheat or steal or tolerate those who do. Please see the Honor Council Rules and Procedures on the web http://www.tamu.edu/aggiehonor

Plagiarism or copying from the internet will result in a failing grade for the course, and all associated individuals will be reported to the Aggie Honor System Office.

When using the elearning website, a failure to properly handle account or computer settings, etc. are not grounds for an excuse. Do not wait until the last minute to upload items that are due.
July 9, 2013

Dr. David Baltensperger  
Head  
Dept. Ecosystem Science & Management  
2138 TAMU

Dr. Baltensperger,

I request that we alter the course description and pre-requisites for ESSM/BAEN 651, as it is out of date. We recently changed our curriculum and the stacked ESSM 351 now has a different description, so it would also be of benefit to coordinate the two graduate and undergraduate course descriptions. The old description for ESSM/BAEN 651 is over a decade old, and simply no longer reflects the course material in this rapidly evolving field. The pre-requisites are simply not valid, given that this is an introductory level course and the average student in today’s world is much more familiar with computers than they were a decade ago, hence making any prior experience with a computer irrelevant. The existence of a pre-requisite creates an undue burden on our advising and course registration for students every semester, thus it would be beneficial to remove it.

Sincerely,

[Signature]

Dr. Rusty A. Feagin  
Associate Professor  
Instructor for ESSM/BAEN 651  
Dept. Ecosystem Science & Management  
2138 TAMU
Theresa Neme

From: Sara Eliason
Sent: Monday, September 23, 2013 9:41 AM
To: Theresa Neme
Subject: FW: ESSM 651

Theresa,

Here is the e-mail of support from Dr. Tchakerian, Geography department head, for the prerequisite change to ESSM 651/BAEN 651.

Best,
Sara

-----Original Message-----
From: Vatche Tchakerian [mailto:v-tchakerian@tamu.edu]
Sent: Friday, September 20, 2013 10:29 AM
To: David D. Baltensperger
Cc: Rusty Feagin; Sara Eliason; Michael Bishop
Subject: ESSM 651

David:

Good to see you at the DH workshop on Wednesday and hope all is well with your "two" departments. We were asked to support the following for ESSM 651.

Geography approves ESSM's decision to remove the "GEOG 398/RENR 444 or approval of instructor" as a prerequisite for ESSM 651.

Best wishes, Vatche

Dr. Vatche P. Tchakerian
Professor and Department Head, Geography Professor of Geology & Geophysics

College of Geosciences
Texas A&M University
College Station, TX 77843-3147
v-tchakerian@tamu.edu
Theresa Nemec

From: Sara Eliason
Sent: Monday, September 23, 2013 9:40 AM
To: Theresa Nemec
Subject: FW: Prerequisite change

Theresa,

I have support from Geography for the prerequisite change to ESSM 651/BAEN 651. This comes in the form of e-mails, one from the instructor (below), one from the department head (will forward in a second e-mail). I hope this will suffice.

Also, can you tell me anything about whether the prerequisite changes to BAEN 651 were also discussed? I had sent a second set of paperwork for BAEN 651 along with ESSM 651, since these are cross-listed.

Thanks!
Sara

******************************************************************************
Sara Eliason
Graduate Programs Assistant
Ecosystem Science and Management
Room 418 Animal Industries Building
2133 TAMU
College Station, TX 77843-2138
skelison@tamu.edu
tel. 979.862.6470
tax 979.845.6430
http://essm.tamu.edu

Begin forwarded message:

From: "Michael P. Bishop" <michael.bishop@tamu.edu>
Date: September 20, 2013 9:37:04 AM CDT
To: Rusty Feagin <feaginr@tamu.edu>
Cc: Sorin Popescu <s-popescu@tamu.edu>, R Srinivasan <r-srinivasan@tamu.edu>
Subject: Prerequisite change

Rusty,

The request for a change in the prerequisite for ESSM 651 is very reasonable.
I have advised our DH to send an email to you and the DH indicating our approval.
You should get that today, if he is not too busy.

Hope all is well in ESSM and I look forward to working with your group.
CHEers

Michael

Dr. Michael P. Bishop
Professor and Haynes Chair in Geosciences
Department of Geography
Texas A&M University
College Station, Texas 77843-3147
Office: (979) 845-7998
Fax: (979) 862-4487
Email: michael.bishop@tamu.edu
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):  
Department of Ecosystem Science and Management  
2. Course prefix, number and complete title of course:  
ESSM 651  
3. Change requested:  
   a. Prerequisite(s):  
      From: GEOG 398 and RENR 444 or approval of instructor.  
      To: Graduate classification.  
   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:  
Geographic Information Systems. (2-2) Credit 3. Design, planning and implementation of geographic information systems; computer hardware and software evaluation; practical experience in data entry, analysis and update of spatial and characteristic data; linkages of GIS and artificial intelligence; use of maps and remotely sensed data as data inputs. Prerequisites: GEOG 398 and RENR 444 or approval of instructor. Cross-listed with BAEN 651.  
6. Complete proposed course title and proposed catalog course description (not to exceed 50 words):  
Geographic Information Systems for Resource Management. (2-2) Credit 3. Geographic Information System (GIS) approach to the integration of spatial and attribute data to study the capture, analysis, manipulation and portrayal of natural resource data; examination of data types/formats, as well as the integration of GIS with remote sensing and Global Positioning System; laboratory includes extensive use of GIS applications to conduct analyses of topics in natural resources. Prerequisites: Graduate classification. Cross-listed with BAEN 651.  
7. a. As currently in course inventory:  
   Prefix  Course #  Title (excluding punctuation)  
   ESSM 651  GEORGRAPHIC INFO SYSTEMS  
   Lect.  Lab  SCH  CIP and Fund Code  Admin. Unit  CICE Code  Level  
   0 2 0 2 0 3 1 1 0 4 0 1 0 0 0 2 0 8 4 1 0 0 3 6 3 2 6  
b. Change to:  
   Prefix  Course #  Title (excluding punctuation)  
   ESSM 651  GEOG INFO SYS RES MGMT  
   Lect.  Lab  SCH  CIP and Fund Code  Admin. Unit  Acad. Year  FICE Code  Level  
   0 2 0 2 0 3 1 1 0 4 0 1 0 0 0 2 0 8 4 1 1 3 1 4 0 0 3 5 3 2 6  

Approval recommended by:  
Dr. David Ballenger  
Department Head or Program Chair (Type Name & Sign)  
Date  
Dr. Steve Searcy  
Department Head or Program Chair (Type Name & Sign)  
(if cross-listed course)  
Date  
Submitted to Coordinating Board by:  
Associate Director, Curricular Services  
Date  
Effective Date  
Dr. David Reed  
Chair, College Review Committee  
Date  
Dr. David Reed  
Dean of College  
Date  
Dr. Mark Zorn  
Chair, GC or UCC  
Date
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): Chemical Engineering

2. Course prefix, number and complete title of course: CHEN 695 Graduate Mentoring Seminar 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:
Graduate Mentoring Seminar. Develop student skills in assessment; expose students to education in classroom setting.

6. Complete proposed course title and proposed catalog course description (not to exceed 50 words):
Graduate Mentoring Seminar I. Development of skills to compliment formal research and coursework training; includes improvement of communication and interaction skills; development of technical writing and presentation skills

7. a. As currently in course inventory:

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Approval recommended by: _______________________________
M. Nazmu Karim
Department Head or Program Chair (Type Name & Sign) 
Date 10/22/13

Chair, College Review Committee
Date 10/22/13

Dean of College
Date 11-15-13

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 – 02/11
Course title and number   CHEN 695 Graduate Mentoring Seminar I
Term (e.g., Fall 200X)    Fall 2014
Meeting times and       TBA
Location

Course Description and Prerequisites

This seminar course will help graduate students develop a variety of skills in oral and written communication that will complement their formal research and coursework training.

Prerequisites

Completion of four CHEN core graduate courses, approval of the Graduate Advisor

Learning Outcomes or Course Objectives

1. Understand the basics of scientific method. Identify steps in research and types of research. Understand the four steps in scientific methods. Discuss the importance of research ethics.
2. Develop and refine oral presentation and written communication skills

Instructor Information

Name               Arul Jayaraman
Telephone number   979-845-3306
Email address      arulj@tamu.edu
Office hours       TBA
Office location    TBA

Textbook

How People Learn, National Academy Press

Grading Policies

This course is graded pass/fail (S/U). The student will be evaluated on the basis of attendance, participation in class discussions and assistance duties, and completion of written proposal/oral presentation assignments.
Course Topics

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<th>Week</th>
<th>Activity</th>
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<tr>
<td>1</td>
<td>Introduction, Course Outline &amp; Expectations</td>
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<td>2-3</td>
<td>Steps in Research; Types of Research (Basic vs. Applied), Research &amp; Development, Academic/Industrial</td>
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<td>4</td>
<td>Guest Lecture – Research in Industrial Settings; Dr. Ray Mentzer (Chemical Engineering)</td>
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<td>5-8</td>
<td>Scientific Method – Analysis, Hypothesis, Synthesis, Validation (4 phases)</td>
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<td>9</td>
<td>Research Ethics and Serendipity in Research</td>
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<td>10</td>
<td>Effective Oral Presentations; How to Write a Paper</td>
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<td>11</td>
<td>Documenting Research: The Laboratory Notebook</td>
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<td>12-14</td>
<td>Student presentations (oral) &amp; In-class Peer Review of Student Proposals (written)</td>
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Other Pertinent Course Information

As part of the course, each student will be assigned to assist with one CHEN undergraduate or graduate class. This assistance will include attending class, helping the instructor by holding two to three office hours per week, and participating in homework assessment. The amount of time spent assisting with the course should not exceed ten hours per week. The seminar topics outlined above were developed to help graduate students develop an appreciation for research methods and presentation skills, which is an integral part of their education.

Class attendance is important for this course. A student with a documented excused absence will be allowed to make up missed work in accordance with the Student Rules. The rules of excused absence can be found at http://student-rules.tamu.edu/rule7.htm. It is the student’s responsibility to provide to the instructor satisfactory evidence of excused absence.

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

1. Request submitted by (Department or Program Name):
   Department of Teaching, Learning and Culture

2. Course prefix, number and complete title of course:
   EDCI 648: Urban Schools and Communities

3. Change requested
   Attach a brief supporting statement for changes made to items 3a through 3d. and 6 below.
   Graduate classification
   a. Prerequisite(s): From: Graduate classification, emphasis in urban education or approval of instructor, concurrent enrollment in EDCI 630. 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:
   Urban Schools and Communities. (3-0) Credit 3. Sociological, historical, philosophical, anthropological, and political dimensions of urban schools and community change; issues and contexts grounded in core disciplines of social sciences. Prerequisites: Graduate classification, emphasis in urban education or approval of instructor, concurrent enrollment in EDCI 630.

6. Complete proposed course title and proposed catalog course description (not to exceed 50 words):
   Urban Schools and Communities. (3-0) Credit 3. Sociological, historical, philosophical, anthropological, and political dimensions of urban schools and community change; issues and contexts grounded in core disciplines of social sciences. Prerequisites: Graduate classification.

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   Approval recommended by:

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

   George Cunningham
   Chair, College Review Committee
   Date

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

   Submitted to Coordinating Board by:

   Associate Director, Curricular Services
   Date

   Questions regarding this form should be directed to Sandra Williams at 845-8501 or sandra.williams@tamu.edu.
As urban school districts expand nationally, it is apparent that all graduate students, not just Urban Education students, should have access to courses that are interdisciplinary in nature and design, such as Urban Schools and Communities. The restriction of taking this course concurrently with any other course, should be removed.
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):
   Maritime Administration

2. Course prefix, number and complete title of course:
   MARA 650 Distribution Logistics

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: N/A

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

   Distribution Logistics

   The course discusses contemporary distribution logistics and integrated supply chain management. Emphasis is given to customer service, transportation modes, inventory policies, warehousing, order processing, and optimizing the logistics gross margin.

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

   Supply Chain Management

   The course discusses contemporary distribution logistics and integrated supply chain management. Emphasis is given to customer service, transportation modes, inventory policies, warehousing, order processing, and optimizing the logistics gross margin.

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   Approval recommendation by:

   Grant Mcleroy  5-3-13

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

   Chair, College/Dept. Committee Date

   Chair, GO Date

   Submitted to Coordinating Board by:

   Associate Director, Curricular Services

   Questions regarding this form should be directed to Sandra Williams at 845-8141 or sandra.williams@tamu.edu.
   Curricular Services – 02/11
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): The George Bush School of Government and Public Service
2. Course prefix, number and complete title of course: PSAA 603 International Non-Governmental Organizations

Attach a brief supporting statement for changes made to items 3a through 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:
   Course name: International Nongovernmental Organizations
   Course description: This course explores how philanthropy, nonprofit, and NGO sectors operate, with special attention to their niche alongside private and public sectors, revenue sources, impact on society, and converse effects of society and its institutions.

6. Complete proposed course title and proposed catalog course description (not to exceed 50 words):
   Course name: Nongovernmental Organization Management in International Settings
   Course description: This course explores the management of nongovernmental organizations (NGO) in international setting, with special attention to their niche alongside private and public sectors, revenue sources, impact on society, and converse effects of society and its institutions.

7. a. As currently in course inventory:

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Approval recommended by:

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

Chancellor, 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 SRC
Date

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 — 02/11
MEMORANDUM

TO: Leonard Bright, Bush School Graduate Instruction Committee Chair
FROM: Bill West, MPSA Director
RE: Proposed Course Changes
DATE: 1 October 2013

Attached are several proposed course changes for the MPSA program. These have been given careful consideration by our nonprofit faculty and are all very sensible. They include:

- Adding “management” to the title of PSAA 603 to reflect the intent of the course to prepare students to manage international NGOs.
- Elimination of “strategic planning” from the title of PSAA 632 to reflect the fact that that course does not focus on strategic planning. This proposed change is also consistent with our intent to frame that course in such a way that it satisfies the budgeting requirement for students in our public management track who wish to pursue careers in the nonprofit sector.
- Elimination of “contract” from the title of PSAA 636 is consistent with the fact that that course does not cover contract management.
- The requirement that students take either PSAA 634 or PSAA 644 as a prerequisite for PSAA 648 is recommended because the latter is an advanced management course. This is consistent with our policy in regards to the other advanced management courses in our curriculum.

I endorse all of these proposed changes without reservation.
Form Instructions

1. Request submitted by (Department or Program Name): The George Bush School of Government and Public Affairs

2. Course prefix, number and complete title of course: PSAA 616 Public Organizations in a Pluralistic Society

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: PSAA 616 Public Organization in a Pluralistic Society

6. Complete proposed course title and proposed catalog course description (not to exceed 50 words): PSAA 616: Managing Workplace Diversity in Public and Nonprofit Organizations

7. a. As currently in course inventory:

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   Approval recommended by: __________________________
   Level: 6
   Date: 10/29/13

   Department Head or Program Chair (Type Name & Sign) __________________________
   Date: 10/29/13
   Dean of College __________________________
   Date: 10/09/13

   Department Head or Program Chair (Type Name & Sign) __________________________
   Date: 11-15-13

   Submitted to Coordinating Board by: __________________________
   Date: __________________________
   Effective Date: __________________________
MEMORANDUM

TO: Mark Zoran, Graduate Council Chair

FROM: Leonard Bright, George Bush School's Assistant Dean of Graduate Education

RE: PSAA 616 Title Change Justification

DATE: Tuesday, October 29, 2013

The George Bush School of Government is requesting a title change for PSAA 616 Public Organizations in a Pluralistic Society to Managing Workplace Diversity in Public and Nonprofit Organizations. This change will better reflect the topic of the course and improve student's understanding of the course during registration. This change has been carefully considered by the faculty of the School.
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): The George Bush School of Government and Public Service
2. Course prefix, number and complete title of course: PSAA 632 Strategic Planning and Financial Management for Nonprofits

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

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:
   Current title: Strategic Planning and Fiscal Management for Nonprofits
   Current Description: Introduces the underlying fundamental principles, concepts, and methods of strategic planning and fiscal management applicable to the nonprofit sector and how they are related.

6. Complete proposed course title and proposed catalog course description (not to exceed 50 words):
   Proposed Title: Fiscal Management for Nonprofits
   Proposed Description: Introduces the underlying fundamental principles, concepts, and methods of managerial finance in nonprofit organizations. Learning outcomes include knowledge to interpret and evaluate the financial reports, so as to inform strategic decision-making in planning and budgeting.

7. As currently in course inventory:

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Approved recommended by

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

Chair, College Review Committee Date

Dean of College Date

Submitted to Coordinating Board by:

Chair, CG or UCC Date

Associate Director, Curricular Services

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra-williams@tamu.edu.
Curricular Services – 02/11

RECEIVED
OCT 30 2013
GRADUATE STUDIES
MEMORANDUM

TO: Leonard Bright, Bush School Graduate Instruction Committee Chair
FROM: Bill West, MPSA Director
RE: Proposed Course Changes
DATE: 1 October 2013

Attached are several proposed course changes for the MPSA program. These have been given careful consideration by our nonprofit faculty and are all very sensible. They include:

- Adding “management” to the title of PSAA 603 to reflect the intent of the course to prepare students to manage international NGOs.
- Elimination of “strategic planning” from the title of PSAA 632 to reflect the fact that that course does not focus on strategic planning. This proposed change is also consistent with our intent to frame that course in such a way that it satisfies the budgeting requirement for students in our public management track who wish to pursue careers in the nonprofit sector.
- Elimination of “contract” from the title of PSAA 636 is consistent with the fact that that course does not cover contract management.
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I endorse all of these proposed changes without reservation.
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): The George Bush School of Government and Public Service
2. Course prefix, number and complete title of course: PSAA 636 Grant and Contract Management in the Public and Nonprofit Sector

[Attach a brief supporting statement for changes made to items 3a through 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:
   PSAA 636: Grant and Contract Management in the Public and Nonprofit Sectors
   Examines the use of contracts and grants in providing social services. Explores the theoretical background of government contracts and grants; the management of third-party services from the perspectives of government agencies, private sector contractors, and nonprofit organizations; and the skills needed to write effective grant and contract proposals.

6. Complete proposed course title and proposed catalog course description (not to exceed 50 words):
   PSAA 636: Grant and Project Management in the Public and Nonprofit Sectors
   Examines the use and provision of grants in the public and nonprofit sectors, explores the conceptual background of government and private grants, elaborates on the management of grants and projects, and applies skills and methods related to proposal writing needs statements, program budgets, and evaluations.

7. As currently in course inventory:

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   Approval recommended by: __________________________
   Department Head or Program Chair (Type Name & Sign) __________________________
   Date 10-29-13
   Chair, College Review Committee __________________________
   Date 10-29-13

   Department Head or Program Chair (Type Name & Sign) __________________________
   (if cross-listed course) __________________________
   Date 11-25-13
   Chair, GC or UCC __________________________
   Date __________________________

   Submitted to Coordinating Board by: __________________________
   Date __________________________
MEMORANDUM

TO: Leonard Bright, Bush School Graduate Instruction Committee Chair
FROM: Bill West, MPSA Director
RE: Proposed Course Changes
DATE: 1 October 2013

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- Elimination of "strategic planning" from the title of PSAA 632 to reflect the fact that that course does not focus on strategic planning. This proposed change is also consistent with our intent to frame that course in such a way that it satisfies the budgeting requirement for students in our public management track who wish to pursue careers in the nonprofit sector.
- Elimination of "contract" from the title of PSAA 636 is consistent with the fact that that course does not cover contract management.
- The requirement that students take either PSAA 634 or PSAA 644 as a prerequisite for PSAA 648 is recommended because the latter is an advanced management course. This is consistent with our policy in regards to the other advanced management courses in our curriculum.

I endorse all of these proposed changes without reservation.
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): Bush School of Government and Public Service
2. Course prefix, number and complete title of course: PSAA 646: Bureaucracy in a Democracy

   Attach a brief supporting statement for changes made to items 1a through 6b below.

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.
   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: PSAA 646: Bureaucracy in a Democracy
Examines the issues surrounding the role of bureaucracy in American government; readings and ideas from the fields of political science, public administration, and administrative law; emphasizes broad theory-based knowledge for intent on careers in public service.
Prerequisite: Graduate classification.

6. Complete proposed course title and proposed catalog course description (not to exceed 50 words): PSAA 646: Accountability in Public Service
The role of bureaucracy in American government; emphasis on mechanisms of institutional accountability and control; readings and concepts from the fields of political science, public administration, and administrative law; emphasis on broad theory-based knowledge for students who are intent on careers in public service.

7. a. As currently in course inventory:

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   Approval recommended by: _______________  Level ___________

   Department Head or Program Chair (Type Name & Sign) _______________ Date 10/29/13
   Chair, College Review Committee _______________ Date 10/29/13

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

   Submitted to Coordinating Board by: _______________ Date _______________

   Associate Director, Curricular Services _______________ Date _______________
   Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra-williams@tamu.edu.
Justification for Title and Course Description Changes for PSAA 646

The attached Course Change Form for "PSAA 646: Bureaucracy in a Democracy" requests changes for both the course description and title to more accurately reflect the course’s focus on institutional accountability and control.

The new title would be "Accountability in Public Service" and the new description would read, "The role of bureaucracy in American government; emphasis on mechanisms of institutional accountability and control; readings and concepts from the fields of political science, public administration, and administrative law; emphasis on broad theory-based knowledge for students intent on careers in public service."
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): The George Bush School of Government and Public Affairs
2. Course prefix, number and complete title of course: PSAA 648 Performance Management in the Public and Nonprofit Sectors

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

3. Change requested
   a. Prerequisite(s): From: none To: PSAA 634 OR PSAA 648
   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:

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Approval recommended by: 
Department Head or Program Chair (Type Name & Sign) 10/29/13
Chair, College Review Committee 10/29/13
Department Head or Program Chair (Type Name & Sign) (if cross-listed course) 10/29/13
Dean of College 11/15/13

Submitted to Coordinating Board by: 
Chair, GS or UCC 11/15/13

Associate Director, Curricular Services 02/11

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra-williams@tamu.edu.
Curricular Services – 02/11
PREREQUISITE FOR PSAA 648

The MPSA faculty recommend instituting a course pre-requisite for PSAA 648, Performance Management. This is an advanced management course and students should be required to complete at least one management course prior to taking PSAA 648. Approved prerequisite courses would be: PSAA 634: Public Management OR PSAA 644: Management & Leadership of Nonprofit Organizations.

The prerequisites for PSAA 648 would be similar to what is required for other advanced management courses:

PSAA 650: Social Innovation and Entrepreneurship

PSAA 666: Advanced Public Management