Course Changes
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
   - [x] Graduate
   - [ ] First Professional

2. **Request submitted by (Department or Program Name):**
   CIV Engineering Graduate Department

3. **Course prefix, number and complete title of course:**
   CVEN 684 - Professional Internship

4. **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 9. Enter proposed course title and proposed course description in Item 10. Complete Item 11a and 11b for a change in title.
   - e. **Change in course number, contact hours (lab & lecture), and semester credit hours:**
     Complete Item 11a and 11b. Attach a course syllabus.

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

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

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 (https://example.com/export-control-basics-for-distance-education).

8. **Complete current course title and current catalog course description:**
   Professional Internship Credit 1 to 2

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

10. **Change in course inventory:**
    - **CVEN 684 Professional Internship**
    - **Credit 1 to 3**

11. **Approval recommended by:**
    - [Signature]
    - Department Head or Program Chair
    - Date

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra.williams@tamu.edu.
Texas A&M University
Departmental Request for a Change in Course
Undergraduate ☐ Graduate ☑ Professional
☐ Submit original form and attachments ☐

1. Course request type:
   ☐ Undergraduate ☑ Graduate ☐ First Professional (DBA, MPA, ED.D., ETC.)
2. Request submitted by (Department or Program Name): Civil Engineering Graduate Department
3. Course prefix, number and complete title of course: CVEN 684 - Professional Internship

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

   Cross-listed courses require the signatures 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 (CLRM)

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

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

9. Complete current course title and current catalog course description:
   Professional Internship Credit 1 to 2

10. Complete proposed course title and proposed catalog course description (not to exceed 50 words):
    Professional Internship Credit 1-3

11. a. As currently in course inventory:

    Prefix | Course # | Title (excluding punctuation)
    CVEN  | 684     | Professional Internship

    Lect. Lab Other SCI CIP and Fund Code Admin. Unit EICE Code Level
    2.00  0.00  0.00  2.00  1408010006  0630  0 0 3 6 6 2 6

    b. Change to:

    Prefix | Course # | Title (excluding punctuation)
    CVEN  | 684     | Professional Internship

    Lect. Lab Other SCI CIP and Fund Code Admin. Unit ACAD. Year EICE Code
    3.00  0.00  0.00  3.00  1408010006  0630  17 18 0 0 3 6 3 2

    Approval recommended by: __________________
    Yunlong Zhang __________________

    Department Head or Program Chair (Type Name & Sign) __________________
    Date 3/26/16 __________________
    Chair, Graduate Studies __________________

    Department Head or Program Chair (Type Name & Sign) __________________
    Date 4/4/16 __________________
    Dean of College __________________

    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 - 08/14
CVEN 684 – Professional Internship Credit 1 to 3 credit hours

Catalog Description
Training under the supervision of practicing professional engineers in settings appropriate to the student’s professional objectives, away from Texas A&M campus.

Prerequisites: Approval of the department head and two semesters of graduate course work completed.

Departmental Policy

- A Record of Study must be submitted and approved by the student’s advisory committee chair or area graduate advisor and the department head.
- Before a student is permitted to register for CVEN 684; the student must submit in writing to the Civil Engineering Graduate Office the following:
  - Letter from Employer of the Internship and physical address
  - Immediate supervisor, place of internship
  - Period of employment start and end date
  - Professor that will supervise professional internship
  - After two semesters of graduate course work
- The Record of Study must be complete in order to receive credit for CVEN 684.
- A satisfactory grade (S) will not be issued until the Record of Study has been approved by the Department head.
- Cannot be taken until at least one semester of graduate coursework for domestic students (minimum 9 credit hours) and two semesters of graduate coursework for international students has been completed (minimum 18 credit hours)
- Registration for CVEN 684 must be completed by the start of the semester for which CVEN 684 credit is desired
- CVEN 684 credit hours may not be changed to either CVEN 685 or CVEN 691 credit hours.
- CVEN 684 credit hours has to be on your degree plan to receive credit

Americans with Disabilities Act (ADA) Policy Statement
The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that’s 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, Room B118, or call 845-1637.

Academic Integrity Statement
“Aggies do not lie, cheat, or steal, nor do they tolerate those who do.” It is the responsibility of students and instructors to help maintain scholastic integrity at the university by refusing to participate in or tolerate scholastic dishonesty. (Please see the Honor Council Rules and Procedures at http://www.tamu.edu/aggiehonor)
February 26, 2016

MEMORANDUM

TO: Office of Graduate and Professional Studies

THROUGH: Prasad Enjeti, Associate Dean
          Academic Affairs

FROM: Yunlong Zhang, Director
       Graduate Programs

SUBJECT: CVEN 684 Professional Internship
         Repeatable Course Two times Maximum

The COMPASS system has CVEN 684 as a repeatable course but only one time. We would like to change this to where it can be repeated a maximum of two times. We have had several graduate student repeat the CVEN 684 but the employer wishes them to continue the internship into the next semester. This is a great benefit to the student by giving them practical experience and allowing the student to utilize their class knowledge in a work setting. This is why we want to allow students to repeat the course no more than two times.

International students must have the CVEN 684 on their degree plan each time it is taken.

We did a Department Request for a Change in Course form February 26, 2016 to change it from a one or two CH course to a 3 CH course.

Thank you for your consideration.
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):  Educational Administration & Human Resource Development
3. Course prefix, number and complete title of course:
   - EHRD 625, Organizational Development & Performance in HRD

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. Attach a course syllabus.
9. Complete current course title and current catalog course description:

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

11. a. As currently in course inventory:
   - Prefix  Course #  Title (excluding punctuation)
   - [Lect.]  [Lab]  [Other]  [SCH]  [CIP and Fund Code]  [Admin. Unit]  [FICE Code]  [Level]

   b. Change to:
   - Prefix  Course #  Title (excluding punctuation)
   - [Lect.]  [Lab]  [Other]  [SCH]  [CIP and Fund Code]  [Admin. Unit]  [Acad. Year]  [FICE Code]  [Level]

Approval recommended by:
Fredrick M. Nafukho
Department Head or Program Chair (Type Name & Sign)  Date

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

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 – 08/14
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 (DVM, MD, JD, PharmD, DVM)

2. Request submitted by (Department or Program Name): Department of Educational Psychology

3. Course prefix, number and complete title of course: EPSY 630: Single Case Research

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:

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

9. Complete current course title and current catalog course description:
   Single Case Research: Provides skills to conduct research with N=1 designs in the area of special education, school counseling and school psychology; provides the procedures and applications to scenarios in classroom and clinic settings; collect and analyze data in three mini studies.

10. Complete proposed course title and proposed catalog course description (not to exceed 50 words):
    Single-Case Experimental Design: Teaches measurement, design, implementation, and analysis skills to conduct research with single-subject design; review and summarize the quality of single-case literature, plan and implement AB designs.

11. a. As currently in course inventory:
    | Prefix | Course # | Title (excluding punctuation) |
    |--------|----------|-------------------------------|
    | EPSY   | 630      | Single Case Research          |
    | Lect.  | Lab      | Other | SCH | CIP and Fund Code | Admin. Unit | FICE Code | Level |
    | 3.00   | 0.00     | 0.00  | 3.00| 4228060004        | 0920        | 0 3 6 3 2 | 6     |

    b. Change to:
    | Prefix | Course # | Title (excluding punctuation) |
    |--------|----------|-------------------------------|
    | EPSY   | 630      | Single-Case Experimental DSN  |
    | Lect.  | Lab      | Other | SCH | CIP and Fund Code | Admin. Unit | Acad. Year | FICE Code |
    | 3.00   | 0.00     | 0.00  | 3.00| 4228060004        | 0920        | 0 3 6 3 2 | 6     |

    Approval recommended by:
    "[Signature]
    Victor Williams, Ph.D.
    Department Head or Program Chair (Type Name & Sign) Date
    "[Signature]
    George Cunningham, Ph.D.
    Chair, College Review Committee Date

    Submitted to Coordinating Board by:
    "[Signature]
    [Name]
    Date

    Effective Date

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra-williams@tamu.edu.
Curricular Services – 08/14
March 7, 2016

MEMORANDUM

TO: Graduate Instruction Committee, CEHD
THROUGH: George Cunningham, Ph.D.
Associate Dean, College of Education and Human Development

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

SUBJECT: Course Changes for Special Education Master’s Program Course Changes

Attached, please find the appropriate paperwork for changing the course number for multiple Special Education Master’s Program courses.

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

1. Rationale: The special education program has recently gone through its course offerings and noticed that some on the course information needed to be updated. This list of course changes represents these changes. In most cases, the course title and/or description has changed. These changes are minor, but better reflect course content. Please review all of the attached course changes and recommend favorably to the University level committee.

2. Vote by the Program: The Executive Committee met on 3/7/16 and recommended favorably on supporting the changes to these courses.

We appreciate your consideration of this course. Please contact us should you require any additional information.
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./D.V.M./J.D./L.L.M.)
2. Request submitted by (Department or Program Name): Department of Sociology
3. Course prefix, number and complete title of course: SOCI 681: Professional Seminar in Sociology

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 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):
   Professional Seminar in Sociology. Credit 0-1.

10. As currently in course inventory:

    Prefix  Course #  Title (excluding punctuation)
    SOCI  681  SEMINAR IN SOCIOLOGY

    Lect.  Lab  Other  SCH  CIP and Fund Code  Admin. Unit  FICE Code
    1.00  0.00  0.00  1.00  451101.001  2590  0  3  6  3  2  6

   b. Change to:

    Prefix  Course #  Title (excluding punctuation)
    SOCI  681  SEMINAR IN SOCIOLOGY

    Lect.  Lab  Other  SCH  CIP and Fund Code  Admin. Unit  Acad. Year  FICE Code
    1.00  0.00  0.00  1.00  451101.001  2590  17  18  0  0  3  6  3  2

    Approval recommended by:
    Jane Sm  12/216
    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  Date

    Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra-williams@tamu.edu.
    Curricular Services – 08/14
Sociology proposes a Change in Course for SOCI 681: Professional Seminar in Sociology, Credit 1 to:

SOCI 681: Professional Seminar in Sociology, Credit 0 to 1.

This change will allow students to register for this seminar for 0 credits. When appropriate, graduate instructors can register and formally meet for teaching topics and Q & A’s without incurring additional tuition charges. This is beneficial to both the students and department in terms of documenting and mentoring graduate instructors.
Sociology 681  
Professional Seminar for Graduate Students  
Fall 2016

Dr. Wendy Leo Moore  
Office 421 Academic  
Email: wlmoores@tamu.edu  
Office Hours: Mon 1:30-2:30, Mon & Wed 3:00-4:00

Course Description: This seminar is designed to introduce and familiarize graduate students with the sociology graduate program at Texas A&M University and the profession of sociology. Given the limited amount of time allocated to this seminar in relationship to the number of topics that we could address, many potentially important issues are not included in the syllabus. Therefore, seminar members should feel free to raise questions on relevant topics that are not listed in the syllabus.

Course Requirements: Graduate students are required to attend and be actively involved in the seminar. There are several short out of class assignments, which will be discussed in class that must be completed.

Prerequisites: None

Credits: 0 to 1

Grades: S/U -- To achieve a satisfactory grade, you are required to attend class and participate. If anyone misses two classes or more, or fails to complete an out of class assignment, they may be required to retake the seminar.

Seminar Schedule

8/31  
Introduction to the Graduate Program  
• Structure of the graduate program  
• How to think about progressing through the program  
• Campus Resources

9/7  
Graduate Students: what I needed to know my first year

9/14  
Strategies for Time Management  
• Setting reasonable goals  
• Balancing life and graduate school  
• The Pomodoro Technique  
• Thinking about a committee

9/21  
Funding Opportunities  
• Inside the Department  
• External Funding opportunities  
• Thinking about proposal writing
9/28  Perfect is the enemy of good; reading, writing, thinking
- Research and Reading; the literature Review
- Writing, writing, writing
- The IRAC method

10/5  Library Resources at Texas A&M University
      Located in the Evans Library Annex Room 116A
- Locating library resources
- Strategies for literature reviews and searches

10/12 Becoming a Professional Sociologist I
- Vita Preparation,
- Presenting at Conferences

10/19 Graduate Areas of Concentration

10/26 Graduate Areas of Concentration

11/2  Graduate Areas of Concentration

11/9  Graduate Areas of Concentration

11/16 Human Subjects Protections and the Institutional Review Board
- Citi Training
- When I need to apply for IRB approval

11/23 Thanksgiving Holiday (No class)

11/30 Becoming a Professional Sociologist II
- Journal Rankings and Publishing, Peer Reviewed Articles
- Book reviews, encyclopedia entries and other publications

12/7  Practical issues for your completing your first year
      Reminder on Filing a Degree Plan

Resources

Readings:


**Funding Sources (Internal):**
Department of Sociology
Glasscock Center for the Humanities
TAMU OGS: http://ogs.tamu.edu/prospective-students/funding-information/grants/grant-guidelines/

**Funding Sources (External):**
http://www.nsf.gov/funding/pgm_summ.jsp?pims_id=13453
http://www.spencer.org/content.cfm/eda-essays
http://grants.nih.gov/grants/guide/pa-files/PA-12-256.html

**Professional Association:**
ASA (American Sociological Association)
SSA (Southern Sociological Association)
SSSA (Southwestern Social Sciences Association)

**Other Links:**
TAMU Sociology Department: http://sociweb.tamu.edu/
TAMU Office of Graduate Studies: http://orgisdspss.tamu.edu

**Disabilities:** Any student in this course who has a disability that prevents the fullest expression of their academic achievement should notify the professor and contact TAMU Disability Services as soon as possible to discuss course requirements. Also, please let me know if I can adapt any of the in-class interactions.

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statue 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 Disabilities Services, currently located in the Disability Services building at the White Creek Complex on west campus or call 979-845-1637. For additional information see: http://disability.tamu.edu.

**Academic Integrity Statement and Policy:**
"An Aggie does not lie, cheat, or steal, or tolerate those who do"
If you have any questions regarding academic integrity, see http://aggiehonor.tamu.edu

The handouts in the course are copyrighted. By handouts, I mean all materials generated for this class, which 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 I grant permission.
As commonly defined, plagiarism consists of passing off as one’s own 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.

**Attendance and make-up policies:**

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 student is responsible for providing satisfactory evidence to the instructor to substantiate the reason for the absence.

Among the reasons absences are considered excused by the university are the following (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)
      (ii.) Confirmation of visit to a health care professional affirming date and time of visit.
   c) An absence for a non-acute medical service does not constitute an excused absence.
7) Required participation in military duties.
8) Mandatory admission interviews for professional or graduate school that cannot be rescheduled.
9) Mandatory participation as a student-athlete in NCAA-sanctioned competition.
10) In accordance with Title IX of the Educational Amendments of 1972, Texas A&M University shall treat pregnancy (childbirth, false pregnancy, termination of pregnancy and recovery therefrom) and related conditions as a justification for an excused absence for so long a period of time as is deemed medically necessary by the student’s physician. Requests for excused absence related to pregnancy should be directed to the instructor.

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.

Accommodations sought for absences due to the observance of a religious holiday can be sought either prior or after the absence, but not later than two working days after the absence.
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 Educational Psychology
3. Course prefix, number and complete title of course: SPED 620: Bilingual Special Education

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 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:
   Bilingual Special Education: Topics concerning bilingual special education will be covered including history of the field; language acquisition and assessment; general assessment, individual education plans (IEPs); curriculum development; mainstreaming; consultation services; and parental involvement.

9. Complete proposed course title and proposed catalog course description (not to exceed 50 words):
   Bilingual Special Education: Topics concerning bilingual special education will be covered including the history of the field, language acquisition, learning disabilities and language differences, assessment, policy development, individualized education plans, instructional strategies, and parental involvement.

10. As currently in course inventory:

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Course #</th>
<th>Title (excluding punctuation)</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPED</td>
<td>620</td>
<td>Bilingual Special Education</td>
</tr>
</tbody>
</table>

<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>FICE Code</th>
<th>Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.00</td>
<td>0.00</td>
<td>0.00</td>
<td>3.00</td>
<td>1310010004</td>
<td>0920</td>
<td>0 0 3 6 3 2</td>
<td>6</td>
</tr>
</tbody>
</table>

b. Change to:

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

Victor Wilson, Ph.D.
Department Head or Program Chair (Type Name & Sign)
Date

George Cunningham, Ph.D.
Chair, College Review Committee
Date

George Cunningham, Ph.D.
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 – 08/14
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 Educational Psychology
3. Course prefix, number and complete title of course:
   SPED 632: Transition from School to Work

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 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 (CLMID)

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:
   Transition from School to Work: Current issues and practices related to the transition of students from school to work; partnerships with business and industry; secondary and postsecondary education linkages; work-based training.

9. Complete proposed course title and proposed catalog course description:
   Transition Education and Services for Individuals with Disabilities: Current issues and practices related to the transition of students from school to adulthood; foundations of life-long transitions; assessment of post-school goals and identification of effective transition services to promote employment, postsecondary education, and community living; partnerships with parents and service providers.

10. Complete proposed course title and proposed catalog course description (not to exceed 50 words):
    Transition Education and Services for Individuals with Disabilities: Current issues and practices related to the transition of students from school to adulthood; foundations of life-long transitions; assessment of post-school goals and identification of effective transition services to promote employment, postsecondary education, and community living; partnerships with parents and service providers.

11. a. As currently in course inventory:

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Approval recommended by:
Victor Wilson, Ph.D.
Department Head or Program Chair (Type Name & Sign)  Date
George Cunningham, Ph.D.
Chair, College Review Committee  Date
George Cunningham, Ph.D.
Dean of College  Date
Mark Zyzanski, Ph.D.
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 – 08/14
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 Educational Psychology
3. Course prefix, number and complete title of course: SPED 642: Program Development for Students with Behavior Problems

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

4. Change requested
a. Prerequisite(s): From: __________________________ To: __________________________
   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:

   Yes [ ] 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:
Program Development for Students with Behavior Problems: Field-based course relating to effective management of challenging and severe behavior problems in the classroom using proactive strategies; effective instruction and planned behavioral interventions; methods for observing, assessing and analyzing challenging and severe behaviors; includes a 20-hour field based component.

10. Complete proposed course title and proposed catalog course description (not to exceed 50 words):
Prevention, Support, and Intervention for Students with Emotional and Behavior Problems: Effective management of challenging and severe behavior problems in education, clinic, and community settings using prevention, targeted programming, and individual interventions; Includes methods for observing, assessing and analyzing challenging and severe behaviors.

11. a. As currently in course inventory:

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</table>

   Approval recommended by:

   Victor Willson, Ph.D. Department Head or Program Chair (Type Name & Sign) Date

   George Cunningham, Ph.D. Chair, College Review Committee Date

   George Cunningham, Ph.D. Dean of College Date

   Submitted to Coordinating Board by:

   [Signature] 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 – 08/14
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 (MD, OD, PharmD, DVM)
2. Request submitted by (Department or Program Name): WFSC
3. Course prefix, number and complete title of course: WFSC 607 Environmental Conflict Management

Attach a brief supporting statement for changes made in steps 4a through 4d, and 9 below.

4. Change requested:
   a. Prerequisite(s): From: ____________ To: ____________
   b. Withdrawal (reason): No longer offered.
   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.

c. 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?

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

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://vpo.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. As currently in course inventory:

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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:

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
March 15, 2016

TO: Curricular Services

FROM: Michael Masser, Department of Wildlife and Fisheries Sciences

RE: Course Withdraw Request

This memo is to confirm the Department of Wildlife and Fisheries Sciences would like to withdraw the following courses from the catalog: WFSC 607. Due to faculty leaving TAMU this course will no longer be offered by the department.

Please contact our academic advisor, Adrea Dottavio at 979-845-5704 or adottavio@tamu.edu if you have additional questions.

[Signature]

Michael Masser
WFSC Department Head
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 (DGS, MD, JD, Ph.D., DVM)
2. Request submitted by (Department or Program Name):
   WFSC
3. Course prefix, number and complete title of course:
   WFSC 606 Public Participation in Conservation Policy

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

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://export.tamu.edu/resources/export-control/export-controls-export-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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</table>

Approval recommended by:
Michael Masse 4/6/2016
Department Head or Program Chair

Chair, College Review Committee 4/24/16
Dean of College

Submitted to Coordinating Board by:
Associate Director, Curricular Services

Questions regarding this form should be directed to Sandra Williams at 845-6201 or sandra-williams@tamu.edu.
Curricular Services – 08/14
March 15, 2016

TO: Curricular Services

FROM: Michael Masser, Department of Wildlife and Fisheries Sciences

RE: Course Withdraw Request

This memo is to confirm the Department of Wildlife and Fisheries Sciences would like to withdraw the following courses from the catalog: WFSC 608. Due to faculty leaving TAMU this course will no longer be offered by the department.

Please contact our academic advisor, Adrea Dottavio at 979-845-5704 or adottavio@tamu.edu if you have additional questions.

Michael Masser
WFSC Department Head
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, Pharm.D, DVM)
2. Request submitted by (Department or Program Name): WFSC
3. Course prefix, number and complete title of course: WFSC 617 Biology of Fishes

4. Change requested:
   a. Prerequisite(s): From: ___________________________ To: ___________________________
   b. Withdrawal (reason): No longer offered.
   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: ___________________________

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

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

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:
Michael Masse

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

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 - 08/14
March 15, 2016

TO: Curricular Services

FROM: Michael Masser, Department of Wildlife and Fisheries Sciences

RE: Course Withdraw Request

This memo is to confirm the Department of Wildlife and Fisheries Sciences would like to withdraw the following courses from the catalog: WFSC 617. The aquatic curriculum was revised in fall 2014. Due to a change in courses and curriculum this course will no longer be offered.

Please contact our academic advisor, Adrea Dottavio at 979-845-5704 or adottavio@tamu.edu if you have additional questions.

Michael Masser
WFSC Department Head

(979) 845-5777 Phone  (979) 845-3786 Fax  http://wfsc.tamu.edu
A Member of the Texas A&M University System and its Statewide Agriculture Program