1. **New Course Requests:**
   a. ECMT 673  Economic Analytics
   b. HORT 641  Science of Foods for Health
   c. PLPA 634  Turfgrass Pathology
   d. VTPP 639  Non-Coding RNAs
   e. VTPP 650  Stem Cell Biology

2. **Course Change Request:**
   a. BAEN 673  Modeling Small Watersheds
   b. CPSY 602  School Counseling Theories and Techniques
   c. ECON 684  Professional Internship
   d. EDAD 615  School Superintendency
   e. EDAD 651  Education Finance and Economics
   f. EDAD 690  Theory of EDAD Research
   g. EHRD 625  Organization Development & Performance in Human Resource Development
   h. EHRD 628  Research and Publishing in Human Resource Development
New Courses
Texas A&M University
Departmental Request for a New Course
Undergraduate • Graduate • Professional
• Submit original form and attach a course syllabus.

Form Instructions
1. Course request type: ☐ Undergraduate ☒ Graduate ☐ First Professional, Grad Coll, Und Coll
2. Request submitted by (Department or Program Name): Department of Economics
3. Course prefix, number and complete title of course: ECMT 673 - Economic Analytics
4. Catalog course description (not to exceed 50 words): ECMT 673 - Economic Analytics (3-0) Credit 3. Analysis of large household, corporate and financial data involving empirical modelling and SAS programming for prediction of economic decisions and outcomes. Lecture, discussion, and student team project presentation format. Prerequisites: Graduate classification, enrollment in the master’s program in economics.

5. Prerequisite(s): Graduate classification and enrollment in the master’s program in economics.

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

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

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

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

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

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

12. Prefix: ECMT  
    Course #: 673  
    Title (excluding punctuation): ECONOMIC ANALYTICS

<table>
<thead>
<tr>
<th>Lec.</th>
<th>Lab</th>
<th>SCH</th>
<th>CIP and Fund Code</th>
<th>Admin. Unit</th>
<th>Acad. Year</th>
<th>FICE Code</th>
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<td>1 5 0 0 3 6 3 2</td>
<td></td>
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</table>

Approval recommended by:

Timothy Gronberg  06/19  Department Head or Program Chair (Type Name & Sign)

Patricia A. Hurley  07/10  Chair, College Review Committee

Jose Luis Hernandez  07/10  Dean of College

Submitted to Coordinating Board by:

Chair, GC or UCC  07/10

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra-williams@tamu.edu.
Curricular Services – 04/14
Economic Analytics
ECMT 673
Spring 2015

Faculty of Record:
Craig T. Schulman
845-8899, 599-9229, 324-5988
cschulman@brg-expert.com
Department of Economics
3013 Allen Building, TAMU 4228
College Station TX 77843-4228

Office Hours: Tuesday and Thursday 10 – 11:30 am and by appointment.

Course Description

The course focus is on the analysis of large data sets for prediction in economics. Students will be required to model empirical questions and program them in SAS, producing empirical studies of financial, household and individual income, corporate, and financial services industry data. The class will be conducted in a lecture/class discussion/student presentation format, with multiple applied projects prepared by teams of students.

Prerequisites: Graduate classification and enrollment in the master’s program in economics.

Class Website: http://econweb.tamu.edu/cschulman/class/class.htm

Student Learning Goals
1. Students will practice and become thoroughly familiar with the application of financial and micro-economic analytical models.
2. Students will become expert in programming for analytical reporting using SAS.
3. Students will improve their presentation skills to demonstrate their understanding of problems, their ability to report findings clearly and succinctly, and their ability to explain the economic intuition in their analyses.

Class Policies

Class attendance is the responsibility of an individual student. However, you are responsible for material in the assigned readings and lectures. Therefore, attendance is in your best interest. I am also available for questions during the office hours listed above. If you are unable to meet during these hours, see me before or after class to make an appointment. If you must be absent for one of the exams, you should make prior arrangements with me, if at all possible. If you are unable to make prior arrangements (in the event of an accident or emergency), you 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. If you miss an exam with an excused absence, a make-up quiz will be arranged. Unexcused absences result in a
zero on missed exams or assignments. I may require you to provide me additional documentation
substantiating the reason for the absence, and that I find satisfactory, within one week of the last date of
the absence. University rules related to excused and unexcused absences are located on-line at
http://student-rules.tamu.edu/rule07

Course Grade

The final letter grade will be based upon the following distribution:

- A = 90-100%
- B = 80-89
- C = 70-79
- D = 60-69
- F = <60

Your grades will be based on the combination of 2 exams, 5-6 assignments and a term project. They will
be weighted as follows:

- 50%: Combined for the 2 Exams
- 20%: Combined for the Assignments (roughly one due every two weeks)
- 30%: Term Project

For most assignments I strongly recommend teamwork. For those assignments where teamwork is
allowed, the group may turn in a single copy of the assignment listing all members of the team. For the
Term Project, teams will be assigned according to a common interest in a particular company. Maximum
team size for assignments is 3. Assignment teams and Term Project teams may be different. All
assignments are due at the beginning of the class on the announced due date.

For the Term Project, the due date is the last day of classes. I will work closely with each project team to
help define and focus the analytical exercise. The final product should be a typed 7-10 page paper
discussing the objectives of the analytical exercise, the econometric analysis undertaken as part of that
exercise and how the analyses address the initial objectives of the project.

Homework – Computer Assignments

Homework will be assigned approximately every-other week throughout the semester. All of the
assignments will involve applying SAS to econometric problems. Students are expected to have worked
on three levels of SAS certification during their Fall I semester:

SAS Foundation
1. SAS Certified Base Programmer for SAS 9
   a. Designed for programmers, analysts, data managers, or anyone writing SAS programs to
      access and manage data to perform queries and analyses
2. SAS Certified Advanced Programmer for SAS 9
   a. The next level for SAS Base Programmer for SAS 9 certified professionals and the
      foundation for many job roles

SAS Advanced Analytics
1. SAS Certified Predictive Modeler Using SAS Enterprise Miner 7
   a. Designed for SAS Enterprise Miner users who perform predictive analytics

In addition to SAS, we will often use the Excel spreadsheet program for data manipulation and graphing.

Academic Honesty

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

Students in this course will be held to a VERY HIGH level of responsibility. When you graduate and are employed in industry, you represent yourself, your classmates, future program graduates, and the entire university. Reputation is a large part of the continued and growing success of the program and institution. We expect you to be excellent ambassadors for everyone associated with your educational experience here.

ADA Statement

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

Course Schedule

<table>
<thead>
<tr>
<th>Week 1</th>
<th>Introduction and Overview</th>
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<tbody>
<tr>
<td></td>
<td>Data Acquisition</td>
</tr>
<tr>
<td>Week 2</td>
<td>Data Preprocessing</td>
</tr>
<tr>
<td>Week 3</td>
<td>Exploratory Data Analysis</td>
</tr>
<tr>
<td>Week 4</td>
<td>Exploratory Data Analysis - cont.</td>
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<td>Week 5</td>
<td>Univariate Statistical Analysis</td>
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<td></td>
<td>Exam 1</td>
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<tr>
<td>Week 6</td>
<td>Regression Analysis 1</td>
</tr>
<tr>
<td>Week 7</td>
<td>Regression Analysis 2</td>
</tr>
<tr>
<td>Week 8</td>
<td>Regression Analysis 3</td>
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<tr>
<td>Week 9</td>
<td>Analysis of Variance</td>
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<tr>
<td></td>
<td>Exam 2</td>
</tr>
<tr>
<td>Week 10</td>
<td>Time Series and Forecasting 1</td>
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<td>Week 11</td>
<td>Time Series and Forecasting 2</td>
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<td>Week 12</td>
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<td>Week 14</td>
<td>Time Series and Forecasting 5</td>
</tr>
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</table>
Texas A&M University
Departmental Request for a New Course
Undergraduate  Graduate  Professional
* Submit original form and attach a course syllabus. *

Form Instructions
1. Course request type:  
   - Undergraduate  - Graduate  - Fisc. Professional (e.g., DVM, JD, MD, etc.)
2. Request submitted by (Department or Program Name):  Horticultural Sciences
3. Course prefix, number and complete title of course:  HORT 641 SCIENCE OF FOODS FOR HEALTH
4. Catalog course description (not to exceed 50 words):  Provides recent scientific advances on knowledge of foods for health using evidence based research justification; includes interdisciplinary topics emphasizing horticultural science, nutrition and biochemistry.
5. Prerequisite(s):  Approval of Instructor
   Cross-listed with:  Stacked with:  
   Cross-listed courses require the signature of both department heads.
6. Is this a variable credit course?  - Yes  - No
   If yes, from _______ to _______
7. Is this a repeatable course?  
   - Yes  - No
   If yes, this course may be taken ______ times.
Will this course be repeated within the same semester?  
   - Yes  - No
8. Will this course be submitted to the Core Curriculum Council?  
   - Yes  - No
9. This course will be:  
   a. required for students enrolled in the following degree programs(s) (e.g., B.A. in history)
   b. an elective for students enrolled in the following degree program(s) (e.g., M.S., Ph.D. in geography)

   M.S., Ph.D. in Horticulture Sciences, Food and Nutrition
10. If other departments are teaching or are responsible for related subject matter, the course must be coordinated with these departments.
    Attach approval letters.
11. I verify that I have reviewed the FAQ for Export Control Basics for Distance Education (http://vpr.tamu.edu/resources/export-controls/export-controls-basics-for-distance-education).
12. Prefix  Course #  Title (excluding punctuation)
    HORT 641 SCIENCE OF FOODS FOR HEALTH

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<th>Lab</th>
<th>SCH</th>
<th>GR and Fund Code</th>
<th>Admin. Unit</th>
<th>Acad. Year</th>
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</tbody>
</table>

Approval recommended by:  

Patricia Klein  6/6/14

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

Chair, College Review Committee  Date

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 – 04/14
Syllabus—Fall 2016

Science of Foods for Health

TAMU-HORT 641
http://agrilife.org/foodsforhealth/

Instructor: Dr. Bhimanagouda S. Patil  Office: Centeq building A120; Phone: 979-458-8090
Fax: 979-862-4522  E-Mail: b-patil@tamu.edu

Texas A&M University-College Station-Room: CTQ 120B

Lecture:  Tue and Thur  2:00 to 3:30 P.M.
This course will be offered simultaneously on TTVN (Trans Texas Video Network) to three
different locations originated from Texas A&M University.

Office Hours:  Tue:  4:00 – 5:00 PM or Arranged by appointment, and also through phone and
email. Office Location: Centeq Suite A120.

Course Description:  HORT 641.  Science of Foods for Health (3-0). Credit 3. Provides recent
scientific advances on knowledge of foods for health using evidence based research justification;
includes interdisciplinary topics emphasizing horticultural science, nutrition and biochemistry.
A unique integrated blend of conventional, worldwide web and distance education through
TTVN will be used to stimulate and develop thought provoking and critical thinking abilities
among students. Prerequisite: Approval of Instructor

Course Outline:

1. Introduction: Linking scientific justifications of foods in human health (1.5 hr)
2. Framing the problem (1.5 hr)
3. Health Benefits of Berries and effect of processing (1.5 hr)
4. Processing effects on bioactives (1.5 hr)
5. Impact of non-thermal processing methods on bioactive compounds (1.5 hr)
6. Biosynthesis and Engineering of Plant Natural Products (1.5 hr)
7. Breeding and Plant Genetics (1.5 hr)
8. Crop management strategies to improve bioactives (cultural, environmental) (1.5 hr)
9. Evidence based justification- cardiovascular diseases (1.5 hr)
10. Development of food based targeted delivery systems for disease prevention (1.5 hr)
11. Berries in cancer prevention (1.5 hr)
12. Carotenoids: Health benefits and bioavailability (1.5 hr)
13. Anthocyanin pigments: Stability, availability, and biotransformation in the gastrointestinal
   Tract (1.5 hr)
14. Structural and functional relationships-(3.0 hr)
15. Characterization of bioactive compounds (1.5 hr)
16. Learning and educational strategies (1.5 hr)
17. Dietary Supplements (1.5 hr)
18. Nutrition in sports (1.5 hr)
19. Evolution of science to policy (1.5 hr)
20. Student presentations (6 hr)
21. Mid Term Exam Review (1.5 hr)
22. Final exam Review (1.5 hr)

**Guest Lectures:** Many topics are presented by recognized authorities in the field.

**Text:** No specific text book; however, the instructor will provide information in web page.

**Exams and Grading**

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<th>Weight</th>
<th>Points</th>
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<td>25 points</td>
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<td>Final Exam- Dec 9th, 2014</td>
<td>30 %</td>
<td>30 points</td>
</tr>
<tr>
<td>Term paper and presentation</td>
<td>30 %</td>
<td>30 points</td>
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<td><em>(Final term paper due by Nov 20th 2014)</em></td>
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<td></td>
</tr>
<tr>
<td>Web and class discussion</td>
<td>15 %</td>
<td>15 points</td>
</tr>
<tr>
<td><strong>Total Points</strong></td>
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<td>100 points</td>
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</table>

**Grading Scale:** 100 point scale, A=90-100, B=80-89, C=70-79, D=61-70. Your grade will be based on your mathematical average rounded to the next whole number.

**Attendance and Make-Up Exams** (http://student-rules.tamu.edu/rule07).

Students who miss an exam may be allowed to take a make-up exam, Makeup exams may differ in both form and content from regularly scheduled exam. If you miss the exam you must satisfy all of the following requirements in order to take a makeup exams.

If you missed the exam due to illness or university-excused absence. You must provide a satisfactory documentation explaining the reason for missing test (for example, if you were ill, you must have a written excuse from your physician or from University Health Center).

In cases where advance notification is not feasible (e.g. accident, or emergency) the student must provide notification by the end of the second working day after the absence.

Students who miss the exam and do not meet each of the three requirements above will receive a score of zero for the exam.

**Learning Outcome:** The student demonstrates knowledge, critical thinking, motivation, and competency in emerging topics in foods for health area. Student’s experience in team work will be assessed during the course.
Late Assignments:
Late assignments/term papers are penalized at a rate of 10% loss in points per day late including weekends.

Academic Integrity Statement and Policy.
Aggie Code of Honor http://aggiehonor.tamu.edu/: "Aggies do not lie, cheat, or steal nor do they tolerate those who do." Students are expected to attend all classes, complete assignments on time, and participate fully in class discussions and group projects. Violations will be handled in accordance with the Texas A&M University Regulations governing academic integrity.

Suggested Inclusions from Speaker of the TAMU Faculty Senate:

Copyright / plagiarism statement:

"The handouts (all materials generated during this course) used in this course are copyrighted. Because these materials are copyrighted, you do not have the right to copy the handouts, unless I expressly grant permission.

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

If you have any questions regarding plagiarism, please consult the latest issue of the Texas A&M University Student Rules, under the section “Scholastic Dishonesty”.

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

Calendar of Activities
1. Introduction: Linking scientific justifications of foods in human health: September 2, 2014
2. Framing the problem: September 4, 2014
4. Processing effects on bioactives: September 11, 2014
5. Impact of non-thermal processing methods on bioactive compounds: September 16, 2014
6. Biosynthesis and Engineering of Plant Natural Products: September 18, 2014
7. Breeding and Plant Genetics: September 23, 2014
8. Crop management strategies to improve bioactives (cultural, environmental): September 25, 2014
12. Carotenoids: Health benefits and bioavailability: October 9, 2014
15. Structural and functional relationships: October 23 & 28, 2014
17. Learning and educational strategies: November 4, 2014
18. Student presentations: November 6, 11, 13 & 18, 2014
21. Evolution of science to policy: December 2, 2014
22. Final Review: December 4, 2014
23. Final exam: December 9, 2014
Departmental Request for a New Course
Undergraduate • Graduate • Professional

1. This request is submitted by the Department of Plant Pathology & Microbiology
   PLPA 634 Turfgrass Pathology

2. Course prefix, number and complete title of course: Recognizing turfgrass problems and understanding biological mechanisms in the disease process; principles of disease management strategies

3. Course description (not more than 50 words)

4. Prerequisite(s) Cross-listed with Cross-listed courses require the signatures of both department heads.

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

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

7. Has this course been taught as a 289/489/689? ☑ Yes ☐ No If yes, how many times? 2 Indicate the number of students enrolled for each academic period it was taught.

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

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

10. Prefix | Course # | Title (excluding punctuation) | Lect. | Lab | SCH | Subject Matter Content Code | Admin. Unit | Acad. Year | FICE Code |

    PLPA | 634 | TURFGRASS PATHOLOGY | 0 | 3 | 0 | 0 | 0 | 3 | 2 | 6 | 0 | 3 | 0 | 5 | 0 | 0 | 0 | 2 | 3 | 1 | 8 | 1 | 5 | 1 | 6 | 0 | 0 | 3 | 6 | 3 | 2

Approval recommended by: 4.22.14

Head of Department

Date

Chair, College Review Committee

5/21/14

Dean of College

5/21/14

Dean of College

Effectyve Date

Submitted to Coordinating Board by:

Director of Academic Support Services
Course title and number: Turfgrass Pathology, PLPA 634
Term: Fall semester, 2016
Meeting times and location: Time 9:35-10:50 AM on Tuesday and Thursday, Peterson 208

Course Description
Recognizing of important turfgrass problems and understanding of biological mechanisms in the disease process and principals of disease management strategies.

Prerequisites
No prerequisites are required.

Learning Outcomes
- Students will be able to recognize common turfgrass disease symptoms and signs
- Students will be able to diagnose turfgrass problems with the ability to distinguish between biotic diseases and abiotic disorders
- Students will be able to know the life cycles of the common turfgrass pathogens and how this knowledge translates to the formulation of effective management practices
- Students will be able to appreciate pathogen morphology and entity in multiplication and dispersal
- Students will be able to familiarize turfgrass species and their growth habits, and how this relates to disease development
- Students will be able to understand the interactions among pathogens, turfgrass growth, and environmental conditions
- Students will be able to know IPM strategies for turfgrass including fungicides, cultural practices, host genetics, and biological control agents.

Instructor Information
Name: Young-Ki Jo
Telephone number: 979-862-1758
Email address: ykjo@tamu.edu
Office hours: Time 11AM-12PM on Tuesday and Thursday
Office location: Peterson 118C

Textbook
Compendium of Turfgrass Diseases, APS Press, 3rd edition by Richard Smiley, Peter Dernoeden and Bruce Clarke

Graduate Student Requirement
The assignment for graduate students includes writing of a literature review and a fact sheet.
Grading Policies

Letter grades will be assigned based on the accumulation of points earned throughout the semester. Grade will be assigned based on the number of points earned out of a total of 500 as a following scale.

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<tr>
<th>Grade Assigned</th>
<th>Points Earned</th>
<th>Description</th>
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<td>425-500</td>
<td>Evaluations (2)</td>
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<tr>
<td>B 75%</td>
<td>375-424</td>
<td>Final evaluation (in the final week)</td>
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<td>C 65%</td>
<td>325-374</td>
<td>Quizzes</td>
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<td>D 60%</td>
<td>300-324</td>
<td>Class attendance</td>
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<td></td>
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<td>Group activities</td>
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<td></td>
<td></td>
<td>Turfgrass disease digital collection</td>
<td>40</td>
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<td></td>
<td></td>
<td>Class presentation (by assignment)</td>
<td>10</td>
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<td>A literature review</td>
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<td>A fact sheet</td>
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</table>

Course Topics, Calendar of Activities, Major Assignment Dates

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<tr>
<th>Week</th>
<th>Topic</th>
<th>Required Reading</th>
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<tbody>
<tr>
<td>1</td>
<td>Introduction of plant pathology</td>
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</tr>
<tr>
<td>1</td>
<td>Overview of turfgrass disease</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Why my turf turns brown?</td>
<td></td>
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<tr>
<td>2</td>
<td>Noninfectious disease</td>
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<tr>
<td>3</td>
<td>Fungicides</td>
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<td>3</td>
<td>Fungicide resistance</td>
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<tr>
<td>4</td>
<td>Fungicide resistance</td>
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<td>4</td>
<td>Foliar diseases</td>
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<tr>
<td>5</td>
<td>First evaluation</td>
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<td>5</td>
<td>Site visit to a golf course</td>
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<td>6</td>
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<td>Foliar diseases</td>
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<td>7</td>
<td>Foliar/root/crown diseases</td>
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<td>Site visit to a sport field</td>
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<td>Nematode diseases</td>
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<td>Viruses and bacteria disease</td>
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<td>Biological control management</td>
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<td>Turfgrass pathology jeopardy</td>
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<td>14</td>
<td>Host resistance</td>
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<td>14</td>
<td>Cultural management</td>
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<tr>
<td>15</td>
<td>Turfgrass disease digital collection, Literature review, and Fact sheet</td>
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</tbody>
</table>

Class presentations will be conducted from week 5 through week 14. Numbers of presentations per class will depend upon enrollment.
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

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

Attendance Policies

There is no attendance requirement.

Make-up Policy:
If an absence is excused, the instructor will either provide the student an opportunity to make up any quiz, exam or other work that contributes to the final grade or provide a satisfactory alternative by a date agreed upon by the student and instructor. If the instructor has a regularly scheduled make up exam, students are expected to attend unless they have a university approved excuse. The make-up work must be completed in a timeframe not to exceed 30 calendar days from the last day of the initial absence. The reasons absences are considered excused by the university are listed below. See Student Rule 7 for details (http://studentrules.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
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 or (ii) Confirmation of visit to a health care professional affirming date and time of visit.
7) Required participation in military duties.
8) Mandatory admission interviews for professional or graduate school that cannot be rescheduled.

Other absences may be excused at the discretion of the instructor with prior notification and proper documentation. In cases where prior notification is not feasible (e.g., accident or emergency) the student must provide notification by the end of the second working day after the absence, including an explanation of why notice could not be sent prior to the class.
Texas A&M University
Departmental Request for a New Course
Undergraduate ♦ Graduate ♦ Professional
Submit original form and attach a course syllabus.

1. Course request type:
   - Undergraduate
   - Graduate
   - First Professional (e.g., DVM, JD, MD, etc.)

2. Request submitted by (Department or Program Name):
   Department of Veterinary Physiology and Pharmacology

3. Course prefix, number and complete title of course:
   Non-Coding RNAs

4. Catalog course description (not to exceed 50 words):
   This course will provide students with knowledge related to the roles of non-coding RNAs in regulating gene expression for physiological functions, development and diseases. It includes a brief history of the field, various categories and definitions of non-coding RNAs, research methodologies and animal models, and breakthrough advances in clinical applications.

5. Instructors:
   - Cross-listed with: VTPP 439
   - Stacked with: VTPP 439

6. Is this a variable credit course?
   - Yes
   - No

7. Is this a repeatable course?
   - Yes
   - No

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

9. This course will:
   a. be required for students enrolled in the following degree programs(s) (e.g., B.A. in history)
   b. be an elective for students enrolled in the following degree program(s) (e.g., M.S., Ph.D. in geography)
   B.S., M.S., Ph.D., DVM, M.D in biology, veterinary biology and biomedical related field.

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

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

12. Prefix: Course #: Title (excluding punctuation)

<table>
<thead>
<tr>
<th>Prefix</th>
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<th>Title</th>
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<th>SCH</th>
<th>GIP and Fund Code</th>
<th>Admin. Unit</th>
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<td>Noncoding RNAs</td>
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</table>

Approval recommended by:

John N. Stallone
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

Effective Date

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra.williams@tamu.edu
Curricular Services – 04/14
VTPP 639: Noncoding RNAs in Gene Regulation

Instructors: Beiyan Zhou, Rajesh Miranda
Instructor: bzhou@cvm.tamu.edu
miranda@medicine.tamhsc.edu

Office Location: VMRB Room 422B
Office Phone: 979-845-7175
Office Hours: TBA
Credit Hours: 3
Meeting Time: Tuesday and Thursday, 2:00-3:30pm
Meeting Location: VMRB Room 423

Recommended Literatures: Selected periodicals and class notes

Prerequisites: Instructor approval

Course Description: This course will provide graduate students with knowledge of a wide-range of topics related to the epigenetic regulation networks, focusing on the emerging roles of non-coding RNAs in regulating gene expression that are crucial for physiological functions, development and disease development. We will also update the topics reviewing major progress in the field, including a brief history of the field, various categories and definitions of non-coding RNAs, research methodologies and animal models, as well as break-through advances in the area of clinical applications. The course is also designed to stimulate the creative thinking about the biological definitions in the developmental and disease models that are related to non-coding RNA regulatory networks.

Objectives:
1. To understand the essential concepts and major classes of non-coding RNAs
2. To understand the regulatory networks that are involved in non-coding RNAs biogenesis and function
3. To capture the major techniques and their applications and limitations in non-coding RNA research and therapeutic application.
4. To stimulate creative thinking for major unanswered questions and future directions in the field of non-coding RNA research.
**Assignments & Grading:**

Class Participation 60%
Including: Presentation 40%
Discussions in class 20%

Homework/Quiz 40%
Quiz 10%
*one mini-review (not to exceed 5 pages)* 30%

Submit at the end of the semester (May 1st, 2015).

**Grading Scale:**

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

**Course Topics:** RNA interference, endogenous microRNAs, microRNA biogenesis pathway, regulation of microRNAs in development, small non-coding RNAs, piRNAs, long non-coding RNAs, Therapeutic application of RNAi, microRNAs, and long non-coding RNAs

**Course Schedule:**

The class will be divided into 2 modules.

The first module will be lectures to introduce fundamental knowledge and concepts of non-coding RNAs. Various types of non-coding RNAs will be illustrated in each section. Quizzes will be provided at the end of each section.

The second module will be discussion sessions. Selected periodicals will be assigned to students in groups for preparation and presentation.

A non-coding RNAs related mini-review (not exceed 2 pages) will be due at the end of semester.

**Americans with Disabilities Act (ADA) Policy statement:** The Americans with Disabilities Act (ADA) is a federal antidiscrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please contact the Department of Student Life, Services for Students with disabilities in Room 126 of the
Koldus Building or call 845-1637.

**Academic Integrity Statement**

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Upon accepting admission to Texas A&M University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor System. Students will be required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the TAMU community from the requirements or the processes of the Honor System.

For additional information please visit: http://compliance.tamu.edu/CodeConduct.aspx
# VTPP 639 Non-coding RNAs

| Week 1-Tue | First Meeting about course plan for the semester |
| Week 1-Thur | Introduction to non-coding |
| Week 2-Tue | Introduction to non-coding |
| Week 2-Thur | RNA interference |
| Week 3-Tue | RNA interference |
| Week 3-Thur | RNAi applications |
| Week 4-Tue | microRNAs: Drasha |
| Week 4-Thur | microRNAs: DGCRs |
| Week 5-Tue | microRNAs: Exportins |
| Week 5-Thur | microRNAs: Dicer |
| Week 6-Tue | microRNAs: RISC formation/Argonautes |
| Week 6-Thur | microRNAs: RNA editing |
| Week 7-Tue | microRNAs: Targeting |
| Week 7-Thur | microRNAs: Function localization |
| Week 8-Tue | microRNAs: Function localization |
| Week 8-Thur | microRNAs: Function localization |
| Week 9 | Spring Break |
| Week 10-Tue | piRNAs |
| Week 10-Thur | piRNAs |
| Week 11-Tue | long-non-coding RNAs |
| Week 11-Thur | long-non-coding RNAs |
| Week 12-Tue | long-non-coding RNAs |
| Week 12-Thur | long-non-coding RNAs |
| Week 13-Tue | long-non-coding RNAs |
| Week 13-Thur | long-non-coding RNAs |
| Week 14-Tue | Other non-coding RNAs and Evolutionary discoveries |
| Week 14-Thur | Other non-coding RNAs and Evolutionary discoveries |
| Week 15-Tue | Other non-coding RNAs and Evolutionary discoveries |
| Week 15-Thur | Open topics |
Texas A&M University
Departmental Request for a New Course
Undergraduate • Graduate • Professional
- Submit original form and attach a course syllabus.

Form Instructions
1. Course request type: □ Undergraduate  ✔ Graduate  □ First Professional (e.g., DVM, JD, MD, etc.)
2. Request submitted by (Department or Program Name): Department of Veterinary Physiology and Pharmacology
   Stem Cell Biology
3. Course prefix, number and complete title of course: VTPP 650  Stem Cell Biology
4. Catalog course description (not to exceed 50 words):
   This course will provide students with knowledge of a wide range of topics related to stem cells and tissue engineering, including a brief history of the field, various categories and definitions of stem cells, research methodologies and animal models, as well as breakthrough advances in the area of engineered stem cells.

Instructor approval
5. Prerequisite(s):
   Cross-listed with:  Stacked with: VTPP 450
   Cross-listed courses require the signature of both department heads.
6. Is this a variable credit course?  □ Yes  ✔ No  If yes, from _____ to _____
7. Is this a repeatable course?  □ Yes  ✔ No  If yes, this course may be taken _____ times.
   Will this course be repeated within the same semester?  □ Yes  ✔ No
8. Will this course be submitted to the Core Curriculum Council?  □ Yes  ✔ No
9. This course will be:
   a. required for students enrolled in the following degree program(s) (e.g., B.A. in history)
   b. an elective for students enrolled in the following degree program(s) (e.g., M.S., Ph.D. in geography)
      B.S., M.S., Ph.D., DVM, M.D. in biology, veterinary biology and biomedical related field.
10. If other departments are teaching or are responsible for related subject matter, the course must be coordinated with these departments. Attach approval letters.
   ✔ 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).
12. Prefix  Course#  Title (excluding punctuation)
   VTPP  650  Stem Cell Biology
   Lect.  Lab  SCH  CIP and Fund Code  Admin. Unit  Acad. Year  EIC Code
   0  3  0  0  3  2  6  0  4  0  6  0  0  0  0  8  2  9  2  0  1  5  1  6  0  0  3  6  3  2
   Approval recommended by:
   John N. Stallone
   Department Head or Program Chair (Type Name & Sign)  07/11/14
   Chair, College Review Committee  8-9-14
   Dean of College  7-22-14
   Department Head or Program Chair (Type Name & Sign) (if cross-listed course)
   Submitted to Coordinating Board by:
   Associate Director, Curricular Services  Date
   Chair, GC or UCC  Date
   Effective Date

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra-williams@tamu.edu.
Curricular Services – 04/14
VTPP 650: Stem Cell Biology

Instructors: Beiyan Zhou, Rajesh Miranda
Instructor: bzhou@cvm.tamu.edu
miranda@medicine.tamhsc.edu
Office Location: VMRB Room 422B
Office Phone: 979-845-7175
Office Hours: TBA
Credit Hours: 3
Meeting Time: Tuesday and Thursday, 2:00pm-3:30pm
Meeting Location: VMRB Room 423

Recommended Texts and Materials: Selected periodicals and class notes.

Prerequisites: Instructor approval

Course Description: This course will provide graduate students with knowledge of a wide-range of topics related to stem cells and tissue engineering. We will also update the topics reviewing major progress in the field, including a brief history of the field, various categories and definitions of stem cells, research methodologies and animal models, as well as break-through advances in the area of engineered stem cells. The specific properties of each type of stem cells and their potential applications in the clinical and research context will be discussed in class. The course is also designed to stimulate the creative thinking about the biological definitions in the developmental and disease models that are related to stem cells.

Objectives:
1. To understand the essential concepts and update the novel ideas about stem cells, including stem cell categories, self-renewal, and potency.
2. To understand the regulatory networks that are involved in stem cell function, involving matter regulatory genes, interactive pathways, and other regulatory factors.
3. To capture the major techniques and their applications and limitations in stem cell research and therapeutic application.
4. To stimulate creative thinking for major unanswered questions and future directions in the field of stem cell research.

Assignments & Grading:
Class Participation 60%
Including: Presentation 40%
Discussions in class 20%

Homework/Projects 40%
One mini-proposal (not to exceed 5 pages) or a short assay examine
Submit at the end of the semester.

Guideline for mini-proposal:
Prepare 3-5 pages (double spaced, font: Arial 11) on a topic related to stem
cell research:
Proposal Title
Introduction
Rationale and Significance
Research Methods
Pitfalls and limitations
Reference (not included in the page limit)

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

Course Topics: General Embryology; Major cell classes and introduction to tissue differentiation; organ development; Types of Stem cells (embryonic fetal adult engineered); Hematopoiesis as a model system for stem cell function; tissue repair and regeneration; Cancer stem cells

Course Schedule: The class will be divided into 2 modules.

The first module will be lectures to introduce essential knowledge and concepts of stem cells, including a brief history about stem cell research, categories and properties of various types of stem cells, technology advances for stem cell engineering and application in both clinical and research fields.

The second module will be literature discussion by groups: selected periodicals will be assigned to students in groups for preparation and presentation. Each student will submit a mini-review of a topic related to stem cell research by the end of semester.

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For additional information please visit: http://compliance.tamu.edu/CodeConduct.aspx
## VTPP-650 Stem Cell Biology

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<th>Topic</th>
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<tr>
<td>1</td>
<td>Tue</td>
<td>First Meeting about course plan for the semester</td>
</tr>
<tr>
<td>1</td>
<td>Thur</td>
<td>Introduction to Stem Cell Biology/Resources I</td>
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<tr>
<td>2</td>
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<td>2</td>
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<td>Introduction to Stem Cell Biology/Resources I</td>
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<tr>
<td>3</td>
<td>Tue</td>
<td>Embryology and Tissue Differentiation</td>
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<td>3</td>
<td>Thur</td>
<td>Model system, hematopoiesis</td>
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<td>4</td>
<td>Tue</td>
<td>Signaling in stem cell niche</td>
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<td>Thur</td>
<td>Epigenetic regulation</td>
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<td>Thur</td>
<td>Induced Pluripotent Stem Cells-1</td>
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<td>16</td>
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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  ☑ Graduate  □ First Professional (e.g., DVM, JD, MD, etc.)
2. Request submitted by (Department or Program Name): Biological and Agricultural Engineering
3. Course prefix, number and complete title of course: BAEN 673 - Modeling Small Watersheds

Attach a brief supporting statement for changes made to items 4a through 4d, and 6 below:

4. Change requested
   a. Prerequisite(s): From: Basic hydrology course, BAEN 651/equivalent
   b. Withdrawal (reason): course and graduate classification
   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 7. Complete items 5 and 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.
5. Is this an existing core curriculum course?  □ Yes  ☑ No
6. If this course will be stacked, please indicate the course number of the stacked course:
7. ☑ I verify that I have reviewed the FAQ for Export Control Basics for Distance Education (http://vpr.tamu.edu/resources/export-controls/export-controls-basics-for-distance-education).

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

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

10. a. As currently in course inventory:
    Prefix: BAEN  
    Course #: 683  
    Title (excluding punctuation): MODELING SMALL WATERSHEDS

    | Lect. | Lab | SCH | CIP and Fund Code | Admin. Unit | FICE Code | Level |
    |-------|-----|-----|-------------------|-------------|-----------|-------|
    | 0     | 3   | 01  | 03 14 03 01 00 06| 04 33       | 00 36 32 2| 6     |

    b. Change to:
    Prefix:  
    Course #:  
    Title (excluding punctuation):  

    | Lect. | Lab | SCH | CIP and Fund Code | Admin. Unit | Acad. Year | FICE Code |
    |-------|-----|-----|-------------------|-------------|------------|-----------|
    |       |     |     |                   |             |            |           |

Approval 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, 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 – 04/14
Ashlea Schroeder

From: Clyde Munster
Sent: Wednesday, May 07, 2014 3:29 PM
To: Ashlea Schroeder
Subject: RE: BAEN 673 - new prerequisite requirement

Here is the brief supporting statement.

The Soil and Water Assessment Tool (SWAT) hydrologic model used in BAEN 673 utilizes national GIS databases for, 1) land use/land cover, 2) soils, 3) weather, 4) topography, and 6) stream networks. Therefore students should have a basic GIS class before taking BAEN 673.

Thanks.

-------------------

Clyde Munster

-------------------

From: Ashlea Schroeder
Sent: Wednesday, May 07, 2014 11:11 AM
To: Clyde Munster
Subject: RE: BAEN 673 - new prerequisite requirement

As required by the University Curriculum Committee, I need a brief supporting statement for the changes you have requested. 2-3 sentences will be enough.

Thanks,
Ashlea

Ashlea Schroeder '05
Senior Academic Advisor I
Vice President: Communications, University Advisors and Counselors
303H Scoates Hall
Biological and Agricultural Engineering
College of Agriculture and Life Sciences
Dwight Look College of Engineering
Texas A&M University
aschroeder@tamu.edu
979-845-0609

From: Clyde Munster
Sent: Monday, May 05, 2014 4:58 PM
To: Ashlea Schroeder
Subject: BAEN 673 - new prerequisite requirement
I would like to add a new prerequisite requirement to BAEN 673. The prerequisite should read →
Prerequisite: Basic hydrology course, BAEN 651 or equivalent GIS course, and graduate classification ↔. Can you do this for me?

Thanks.

_____________________
Clyde Munster
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  [X]  First Professional (e.g., VWM, JD, MD, etc.)

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

3. Course prefix, number and complete title of course:  
   CPSY 602: School Counseling Theories and Techniques

4. Change requested  
   a. Prerequisite(s): From:  
      Department Head  
   b. Withdrawal reason:

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

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

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

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

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

10. a. As currently in course inventory:

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Course #</th>
<th>Title (excluding punctuation)</th>
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<th>Lab</th>
<th>SCH</th>
<th>CHP and Fund Code</th>
<th>Admin. Unit</th>
<th>EICE Code</th>
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b. Change to:

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Approval recommended by:

Victor Willson, Ph.D.
Department Head or Program Chair (Type Name & Sign)  
Date: 07/01/14

George Cunningham, Ph.D.
Chair, College Review Committee  
Date: 07/01/14

Mark Zoran, Ph.D.
Dean of College  
Date: 07/01/14

Submitted to Coordinating Board by:

Date: 07/01/14

Associate Director, Curricular Services  
Date: 07/01/14

Effective Date: 07/01/14

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra-williams@tamu.edu
Curricular Services – 04/14
Texas A&M University
Department Request for a Change in Course
Undergraduate • Graduate • Professional
• Submit original form and attachments •

Form Instructions:
1. Course request type:
   - Undergraduate
   - Graduate
   - First Professional (e.g., DVM, JD, MD, etc.)
2. Request submitted by (Department or Program Name):
   Department of Economics
3. Course prefix, number and complete title of course:
   ECON 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 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.
5. Is this an existing core curriculum course?
   - Yes
   - No
6. If this course will be stacked, please indicate the course number of the stacked course:
   ___________________________
7. I verify that I have reviewed the FAQ for Export Control Basics for Distance Education (http://vpr.tamu.edu/resources/export-controls/ex-port-controls-basics-for-distance-education).
8. Complete current course title and current catalog course description:
   Professional Internship, (3-0). Credit 3. Opportunities to put economics learned in the classroom into practice at government or industry facilities; design projects supervised by faculty coordinators and personnel at these locations; projects selected to match student’s area of specialization. Prerequisites: Graduate classification and enrolled in the master’s program in the department of economics.
9. Complete proposed course title and proposed catalog course description (not to exceed 50 words):
   Professional Internship. Credit 1 to 6 hours each semester. Opportunities to put economics learned in the classroom into practice at government or industry facilities; design projects supervised by faculty coordinators and personnel at these locations; projects selected to match student’s area of specialization. Prerequisites: Graduate classification and enrolled in the master’s program in the department of economics.

10. a. As currently in course inventory:
    
    | Prefix | Course # | Title (excluding punctuation) |
    |--------|----------|-------------------------------|
    | ECON   | 684      | PROFESSIONAL INTERNSHIP       |

    | Lect. | Lab | SCH | CIP and Fund Code | Admin. Unit | HCE Code |
    |-------|-----|-----|-------------------|-------------|----------|
    | 0     | 3   | 0   | 0                 | 0           |          |

    b. Change to:
    
    | Prefix | Course # | Title (excluding punctuation) |
    |--------|----------|-------------------------------|
    | ECON   | 684      | PROFESSIONAL INTERNSHIP       |

    | Lect. | Lab | SCH | CIP and Fund Code | Admin. Unit | Acad. Year | HCE Code |
    |-------|-----|-----|-------------------|-------------|------------|----------|
    | 0     | 6   | 0   | 0                 | 1           | -1         | 5        |

    Approval recommended by:
    Timothy Gronberg
    Department Head or Program Chair (Type Name & Sign) Date
    Patricia A. Hurley
    Chair, College Review Committee Date
    Dean of College Date

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

    Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra.williams@tamu.edu
    Curricular Services – 04/14
MASTER OF SCIENCE IN ECONOMICS
WITH A CONCENTRATION IN FINANCIAL ECONOMICS OR ECONOMETRICS

Internship in Financial Economics
ECON 684 – Professional Internship
Spring 2015

Faculty of Record:
Dr. Doug Eckel, Program Director (and Internship Coordinator)
Master of Science in Economics Program
Department of Economics
3035 Allen Building, TAMU 4228
College Station TX 77843-4228
Direct 979-845-7340, FAX: 979-845-5164
Doug.eckel@tamu.edu

Course Description and Prerequisites

Professional Internship (1-6 semester hours) the student gains experience and improves skills through appropriate developmental work assignments in a real business environment. Students must discuss specific learning objectives with the internship coordinator at the beginning of the semester and receive approval of their plans in order to register. The internship must be related to economics, preferably in the financial services industry, and suitable for a master’s degree level. At semester end, each student prepares a written report reflecting on the work experience. Student performance is evaluated by the Faculty of Record and the departmental Internship Coordinator.

We generally require students to have been enrolled on a full-time basis for at least one full academic year (i.e. two long semesters, fall and spring) at Texas A&M University. This should include 12 hours from the core classes of the MS in Economics degree. This provides them with enough subject matter foundations to be successful in a professional setting.

Prerequisites: Graduate classification and enrolled in the master’s program in the department of economics.

Registration and Establishing Learning Goals for the Internship

The student should use the internship opportunity to help them develop into an individual who can make an immediate and substantial contribution to the success of a business, financial services firm, or other institution upon their graduation. To help accomplish this, students need to make an effort to acquire a high-level managerial perspective on the operations and strategies of their employer through either involvement or observation. We ask that you discuss with your immediate supervisor three specific goals and objectives for the period of time you will be working with them using the form that is the last page of this syllabus. Please ask your site supervisor at the company to sign the form and, along with your own signature, send (by FAX or as an attachment to an email) the Internship Information sheet and list of goals to the internship coordinator by the end of the first 2 weeks of your internship. Again, the form must be signed by your supervisor.
Note: students who plan to use their current employment to obtain credit via the internship program need to discuss ways to augment their experience on the job by adding new responsibilities or investigating additional aspects of their work assignments. The goals document (signed by the supervisor) can be used to identify the scope of any new learning project or responsibility that contributes to making the internship a meaningful growth experience.

Internship Requirements and Restrictions

- Students must have been enrolled on a full-time basis for at least one full academic year (i.e. two long semesters, fall and spring) at Texas A&M University. This should include 12 hours from the core classes of the MS in Economics degree.
- The courses used for the Internship must be entered on the approved degree plan prior to students’ being authorized to enroll.
- Students are granted 1 credit hour for 80 hours of internship employment, or two weeks of work. Credit hours granted are based on the minimum number of hours worked. Students may enroll for fewer credit hours if they desire.
  - 1 Credit Hour (over 80 work hours, i.e. two weeks minimum to begin to receive credit.)
  - 2 Credit Hours (over 160 work hours)
  - 3 Credit Hours (over 240 work hours)
  - 4 Credit Hours (over 320 work hours)
  - 5 Credit Hours (over 400 work hours)
  - 6 Credit Hours (over 480 work hours, or 12 weeks total.)
- Graduate students can earn up to 6 credit hours of Internship credit towards graduation if elective credits are available on the student’s degree plan.

International Students:

- International students must follow all applicable regulations and procedures of the International Student Services (ISS) office at Texas A&M University.
- F-1 students must obtain a work authorization and apply for Curricular Practical Training (CPT) for internships involving work in the US.
- Periods of part-time CPT do not count toward the 12-month limit of full-time CPT.
- International Students who engage in 12 months or more of full-time CPT become ineligible for Optional Practical Training (OPT) after they graduate.
- Requirements for applying for CPT:
  - Good academic standing with Texas A&M University,
  - Good legal status with the Department of Homeland Security (DHS), and
  - Lawful enrollment on a full-time basis for at least one full academic year (i.e. two long semesters, fall and spring) at Texas A&M University. (This also satisfies university requirements for work authorization, which for most students requires completing two long semesters of coursework.)

Additional Summer Semester Internship Considerations:

- We excuse from required summer courses (ECON 689-200, Strategies of Multinational Firms and ECON 689-200 Behavioral Finance) students who have an official internship that conflicts with 2nd summer session. This is the case with internships of more than 8 weeks total (e.g. longer than May 12 – July 7), which prevent the student from enrolling and attending these classes.
- If international students return to their home country for an internship, they do not have to apply for CPT or work authorization in the US. However they do have to get their plans approved by the program coordinator, and register and pay tuition and fees if they want to receive academic credit for the work (or be excused from required summer courses.)
- Summer CPT (not last semester): If the student will participate in CPT during a Summer term that is not the student’s last semester, they do not have to meet full-time enrollment requirements.

Grading Policy
This course is graded satisfactory/unsatisfactory (pass/fail). To earn a satisfactory for the class you must submit the Internship Information sheet and goals forms before the end of the second week of the internship, and the summary paper outlined below by the last day of the semester in which you are enrolled. Failure to turn in these items on schedule could result in a “failing” grade.

**Course Requirements**

Send (by FAX or as an attachment to an email) the Internship Information sheet and list of goals to the internship coordinator within the first 2 weeks of your internship.

**Summary Report:** all students enrolled in the internship are required to hand in a report summarizing their experience. Again, your summary report material should demonstrates your exposure to and thinking about a high-level managerial and strategic perspective on the firm for which you work. This should be in your own words. The main body of the paper cannot contain any cut or pasted information from the Internet; material that complements your summary and provides a more detailed understanding of your work assignment can be included as an appendix as long as it is clearly cited. All papers will be scrutinized for plagiarism.

**Report Length and Format:** Students must provide one page of summary for each hour of credit received, NOT including a cover sheet, e.g. a 3 page summary for a 3 credit hour internship. The cover sheet should include the student’s name, section, employer and internship description/title. The paper MUST have margins that do not exceed one inch on all sides. The font size should not exceed 12 point and pages should be double-spaced. We reserve the right to return as unacceptable any paper with spelling or grammatical errors, or that does not meet these formatting standards. The paper is due on or before the last day of classes for the semester in which you are enrolled.

**Course Policies and Instructor Expectations**

- You are expected to have read the syllabus before your first day of employment.
- You are expected to check your email regularly and promptly read all messages from the department.
- If you experience any problems that require our assistance, or if your internship ends suddenly for any reason, or if you have any issues that might impact your completion of the requirements for this course, please contact the internship coordinator immediately.

**Academic Honesty**

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

Students in this course, an internship for academic credit external to the university, will be held to a **VERY HIGH** level of responsibility. When you are employed in industry, you represent yourself, your classmates, future program graduates, and the entire university. Reputation is a large part of the continued and growing success of the program and institution. We expect you to be excellent ambassadors for everyone associated with your educational experience here.

**ADA Statement**

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please contact Disability Services, in Cain Hall, Room B118, or call 845-1637. For additional information visit: [http://disability.tamu.edu](http://disability.tamu.edu).
Texas A&M University
Master of Science in Economics
Internship Information Sheet – Page 1

Student Name: __________________________ Phone (___) _____________(H)

Semester: __________________________ No. of internship credit hours: ______

Email: ________________________________ (___) _____________(W)

Degree: __________________________ Grad Date: ________________

Site Supervisor Name ____________________ Phone (___) _____________

Title: ________________________________ email: ____________________

FAX ________________________________

Work Site: ______________________________________________________
(complete name of employer/company)

Location Address: ___________________________________________________________________

Start Date: _________________ End Date: ______________________

Number of hours to be worked each week: _____________________________________________

Student:
1. After discussion with your supervisor, fill out the second page.
2. Obtain the required signature, indicating your supervisor’s approval of your goals.
3. Submit two weeks after start date to the departmental internship coordinator, either by FAX: 979-847-8757, or as an attachment to an email: doug.eckel@tamu.edu
Texas A&M University  
Master of Science in Economics  
Internship Information Sheet – Page 2

**Internship Goals/Objectives and Expectations for:**

Student ________________________________

Employer ________________________________

List at least 3 specific learning goals/objectives for the semester:

<table>
<thead>
<tr>
<th>Learning Goal:</th>
<th>Specific Objectives:</th>
<th>Number of Hours to be spent on objectives each week</th>
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<th>Total hours/week</th>
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<tbody>
<tr>
<td>Number of weeks</td>
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<tr>
<td>Total number of hours for the internship (multiply hours per week * number of weeks)</td>
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</tbody>
</table>

I have reviewed the Goals and Objectives as stated on the above form with the intern. I and the student agree to contact the internship coordinator during the course of the internship in the event that there is a significant departure from this plan that might impact the student’s receiving their academic credit.

Signature of Site Supervisor ____________________________ Date ______________

I have reviewed the Goals and Objectives as stated on the above form. I agree to complete a summary report based on this plan at the conclusion of the semester.

Signature of Student Intern ____________________________ Date ______________
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 (e.g., JD, MD, etc.)

2. Request submitted by (Department or Program Name):
   Educational Administration & Human Resource Development (EAHR)

3. Course prefix, number and complete title of course:
   EDAD 615, School Superintendency

4. Change requested
   a. Prerequisite(s):
      From: EDAD 605 or approval of instructor
      To: Graduate Classification

   b. Withdrawal (reason):

   c. Cross-list with:

   d. Change in course title and description. Enter complete current course title and current course description in item 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.

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

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

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

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

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

10. a. As currently in course inventory:
    
    | Prefix | Course # | Title (excluding punctuation) |
    |--------|----------|-------------------------------|
    | EDAD   | 615      | SCHOOL SUPERINTENDENCY       |
    | Lect.  | Lab      | SCH  | CIP and Fund Code | Admin. Unit | FICE Code | Level |
    | 0      | 3        | 0    | 0 1 3 0 4 0 8 0 0 0 4    | 0 8 7 6     | 0 0 3 6 3 2 | 6     |

    b. Change to:
    
    | Prefix | Course # | Title (excluding punctuation) |
    |--------|----------|-------------------------------|
    |        |          |                               |
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    Approval recommended by:

    Fredrick M. Nafukho
    Department Head or Program Chair (Type Name & Sign) 6/12/2014

    Chair, College Review Committee Date
    07/11/14

    Department Head or Program Chair (Type Name & Sign) (If cross-listed course)
    Date
    09/11/14

    Submitted to Coordinating Board by:

    Chair, GC or UCC Date

    Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra-williams@tamu.edu.
Curricular Services – 04/14
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 (ex., DVM, JD, MD, etc.)
2. Request submitted by (Department or Program Name): Educational Administration & Human Resource Development (EAHR)
3. Course prefix, number and complete title of course: EDAD 651, Education Finance and Economics

4. Change requested
   a. Prerequisite(s): From: EDAD 608 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.

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

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

7. 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):

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Approval recommended by:
Fredrick M. Nafukho  6/12/2014

Department Head or Program Chair (Type Name & Sign)  Date
Chair, College Review Committee  07/10/14

Department Head or Program Chair (Type Name & Sign) (If cross-listed course)  Date
Dean of College  07/10/14

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 – 04/14
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 (e.g., DVM, JD, MD, etc.)
2. Request submitted by (Department or Program Name): Educational Administration & Human Resource Development (EAHR)
3. Course prefix, number and complete title of course: EDAD 690, Theory of EDAD Research

   Attach a brief supporting statement for changes made to items 4a thru 4d and 6 below.

4. Change requested
   a. Prerequisite(s): From: EHRD 651 or equivalent   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.
5. Is this an existing core curriculum course?
   - Yes
   - No
6. If this course will be stacked, please indicate the course number of the stacked course:
7. 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).
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<tr>
<td>EDAD</td>
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<td>THEORY OF EDAD RESEARCH</td>
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   Lect.  Lab  SCH  CIP and Fund Code  Admin. Unit  FICE Code  Level
   0      3      0      03130410004  0876      003632  6

   b. Change to:

| Prefix | Course # | Title (excluding punctuation) |

   Lect.  Lab  SCH  CIP and Fund Code  Admin. Unit  Acad. Year  FICE Code  Level
   0      0      0      03130410004  003632  07/01/14

   Approval recommended by:
   Fredrick M. Nafkah
   Department Head or Program Chair (Type Name & Sign) Date
   Chair, College Review Committee Date

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

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

   Effective Date

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra-williams@tamu.edu.
Curricular Services – 04/14
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 (e.g., DVM, JD, MD, etc.)
2. Request submitted by (Department or Program Name): Educational Administration & Human Resource Development (EAHR)
   EHRD 625, Organization Development & Performance in Human Resource Development
3. Course prefix, number and complete title of course:
   Development

4. Change requested
   a. Prerequisite(s): From: EHRD 601 or EHRD 603 or equivalent 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.
5. Is this an existing core curriculum course? □ Yes □ No
6. If this course will be stacked, please indicate the course number of the stacked course:
7. □ I verify that I have reviewed the FAQ for Export Control Basics for Distance Education (http://vpr.tamu.edu/resources/export-controls/export-controls-basics-for-distance-education).
8. Complete current course title and current catalog course description:

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

10. a. As currently in course inventory:

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Course #</th>
<th>Title (excluding punctuation)</th>
</tr>
</thead>
<tbody>
<tr>
<td>EHRD</td>
<td>625</td>
<td>ORG DEV &amp; PERFORM IN HRD</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Lect.</th>
<th>Lab</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>0</td>
<td>3</td>
<td>0</td>
<td>0</td>
<td>1 3 1 3 2 0 0 0 4</td>
<td>0 8 7 6 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>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Lect.</th>
<th>Lab</th>
<th>SCH</th>
<th>CIP and Fund Code</th>
<th>Admin Unit</th>
<th>Acad Year</th>
<th>FICE Code</th>
</tr>
</thead>
</table>

Approval recommended by:
Fredrick M. Nafukho 
Department Head or Program Chair (Type Name & Sign) Date 6/12/2014

Chair, College Review Committee Date 07/14/14

Dean of College Date 07/14/14

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

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra-williams@tamu.edu
Curricular Services – 04/14
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 (e.g., DVM, JD, MD, etc.)
2. Request submitted by (Department or Program Name): Educational Administration & Human Resource Development (EAHR)
3. Course prefix, number and complete title of course: EHRD 628, Research and Publishing in Human Resource Development

Attach a brief supporting statement for changes made to items 4a through 4d, and 6 below.

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

5. Is this an existing core curriculum course? 
   - Yes  
   - No
6. If this course will be stacked, please indicate the course number of the stacked course:

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

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

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

10. a. As currently in course inventory:
    Prefix  Course #  Title (excluding punctuation)
    EHRD  628  RSCH & PUBLISHING IN HRD

   Lect.  Lab  SCH  CIP and Fund Code  Admin. Unit  FICE Code  Level
    0  3  0  0  3  1  3  1  2  0  1  0  0  4  0  8  7  6  0  0  3  6  3  2  6

   b. Change to:
    Prefix  Course #  Title (excluding punctuation)

   Lect.  Lab  SCH  CIP and Fund Code  Admin. Unit  Ac.ID. Year  FICE Code  Level

   Approval recommended by:
   Fredrick M. Nafukho  07/04/14
   Department Head or Program Chair (Type Name & Sign)  Date
   Chair, College Review Committee

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

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

Associate Director, Curricular Services

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