1. **Consent Agenda**
   a. New Course Request
      i. MARS 656 Coastal Water Policy
   b. Course Change Request
      i. ANTH 680 Teaching Anthropology
      ii. CVEN 604 Engineering Analysis of Treatment Systems

2. **New Course Requests:**
   a. CHEN 656 Advanced Process Chemical Optimization (*Tabled from July and August 2016 Meeting*)
   b. CHEN 676 Sustainable Design through Process Integration (*Tabled from July and August 2016 Meeting*)
   c. ICPE 681 Seminar (*Tabled from July and August 2016 Meeting*)
   d. MARS 656 Coastal Water Policy
   e. MGMT 627 Developing Leadership Talent (*Tabled from August 2016 Meeting*)

3. **Course Change Requests:**
   a. ECEN 762 Ultrasound Imaging Techniques

4. **Curriculum Change Requests:**
   a. MMAL – B.S. in Maritime Administration and Masters in Maritime Administration and Logistics 3+2 Non Thesis
   b. MMAL – B.S. in Maritime Administration and Masters in Maritime Administration and Logistics 3+2 Thesis

5. **Special Consideration Requests:**
   a. Department of Nuclear Engineering – Certificate in Nuclear Security
   b. College of Dentistry – Request Name Change of Oral and Maxillofacial Surgery Certificate
   c. Department of Agriculture, Leadership, Education and Communication – Certificate in Extension Education
   e. College of Engineering – Distance Education Master of Engineering in Systems Engineering (SYEN) (*Tabled until September 2016 by the June 2016 Graduate Council*)
   f. CLBA – Proposal for Change in Course Prefix Designation (*Tabled until September 2016 by the June 2016 Graduate Council*)
   g. CLGE – Fast Track Dual Degree Program for the B.S. in Geophysics and the non-thesis Master of Ocean Science and Technology (MOST) (*Tabled until September 2016 by the June 2016 Graduate Council*)
   h. COALS – Request to Include Zero Credit Hours in Existing Courses (*Tabled until September 2016 by the June 2016 Graduate Council*)
i. COALS – Request to change RPTS Existing Degree Program CIP Code (Tabled until September 2016 Meeting by August 2016 Graduate Council)

j. CLEN – Request for a Waiver for GRE scores for Texas A&M Degree Holders in Engineering (Tabled until September 2016 by the June 2016 Graduate Council)

k. CLEN – Request to Waive Final Exam Requirement for select Master of Engineering Programs (Tabled until September 2016 Meeting by August 2016 Graduate Council)

l. CLEN – The Master of Computer Science program request approval to allow students to be exempt from the final exam (Tabled until September 2016 Meeting by August 2016 Graduate Council)

m. CLLA & BUSH – Joint Certification in International Communication and Public Diplomacy (Tabled until September 2016 Meeting by August 2016 Graduate Council)
New Courses
Texas A&M University
Departmental Request for a New Course
Undergraduate ◦ Graduate ☑ Professional
Submit original form and attach a course syllabus.

Form Instructions
1. Course request type: ☐ Undergraduate ☑ Graduate ☐ First Professional (DDS, MD, JD, PharmD, DVM)
2. Request submitted by (Department or Program Name): Anie McFerrin Department of Chemical Engineering
3. Course prefix, number and complete title of course: CHEN 656 Advanced Process Chemical Optimization I
4. Catalog course description (not to exceed 50 words):
Course covers state-of-the-art optimization based techniques for process synthesis, process design and process operability; emphasis is placed on mathematical modeling via mixed integer and continuous optimization formulations and there application to heat integration problems; will learn how to use a modeling/optimization software systems.

5. Prerequisite(s):
   Cross-listed with: CHEN 456
   Stack with: CHEN 456
   Cross-listed courses require the signature of both department heads.

6. Is this a variable credit course? ☐ Yes ☑ No If yes, from _____ to _____
   If yes, this course may be taken _____ times.
7. Is this a repeatable course? ☐ Yes ☑ No
   Will this course be repeated within the same semester? ☐ Yes ☑ No
   How will this course be graded? ☑ Grade ☐ S/U ☑ P/F (CLMD)

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

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

13. Prefix Course # Title (excluding punctuation)
   CHEN 656 Adv Process Chem Opt I
   Lect. Lab Other SCH CIP and Fund Code Admin. Unit Acad. Year FICE Code
   3.00 0.00 0.00 3.00 140701000 0590 17 - 18 0 0 3 6 3 2
   Level

Approval recommended by:
Department Head or Program Chair (Type Name & Sign) 6/20/16
Chair, College Review Committee 6/21/16

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

Chair, GC or UCC 6/21/16

Submitted to Coordinating Board by:
Associate Director, Curricular Services

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sanfra.williams@tamu.edu.
Curricular Services – 07/14
CHEN 456/656

Advanced Process Chemical Optimization - Part I

Fall 2017
3 Lecture Hours (3 Credits)

Course Description and Prerequisite
Covers state-of-the-art optimization based techniques for process synthesis, process design and process operability; emphasis is placed on mathematical modelling via mixed integer and continuous optimization formulations and there application to heat integration problems; will learn how to use a modelling/optimization software systems.

Prerequisite
Graduate classification; or senior classification; or approval of instructor

Learning Objectives
By the end of the course the students should be able to:

1. Optimize non-linear systems:
   a. Unconstrained
   b. Constrained
2. Model with binary variables
3. Optimize mixed integer problems:
   a. Linear form
   b. Non-linear form
4. Synthesis, design and optimization
   a. Heat exchanger network problem
5. Design of utility systems.

Instructor: Professor Stratos Pistikopoulos FREng
Class Schedule: TBD
Class room: TBD
Office Hours: (By appointment)
Contact Information: Tel. 979.845.3401, Email: stratos@tamu.edu
Teaching Assistant: Nikolaos Diangelakis, office (3rd Floor ERB), Email: nikos@tamu.edu
Office hours: TBD
Course website: Can be accessed through http://ecampus.tamu.edu/
Grading Policies

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<td>F</td>
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Attendance and make policies

Attendance is strongly recommended though not enforced. However, you are responsible for obtaining class notes, handouts, and instructions about assignments from another class member. The rules of excused absence can be found at [http://student-rules.tamu.edu.rule7.htm](http://student-rules.tamu.edu.rule7.htm). It is the student’s responsibility to provide satisfactory evidence of excused absence to the instructor.

Fall 2016 Tentative Calendar of Course Topics, Activities, and Assignments

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<th>Topic</th>
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<td>Review of Nonlinear Algebra and Systems of Nonlinear Equations</td>
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<td>Nonlinear Optimization</td>
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<td>Basic concepts in optimization</td>
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<td>Constrained optimization</td>
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<td>SQP and reduced gradient method</td>
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<td>6 – 7</td>
<td>Mixed Integer Linear Programming</td>
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<td>Process Synthesis representation</td>
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<td>Modelling with binary variables</td>
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<td></td>
<td>Branch-and-Bound Method</td>
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<td>8 – 9</td>
<td>Mixed Integer</td>
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<td>Generalized Benders Decomposition Method</td>
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<td>Nonlinear Programming</td>
<td>Outer-Approximation Method</td>
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<td>10 – 13</td>
<td>Heat Exchanger Network Synthesis</td>
<td>Minimum utility cost</td>
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<td>MILP Transshipment Model</td>
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<td>Superstructure-based NLP Synthesis</td>
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<td>14 – 15</td>
<td>Utility System Optimization</td>
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**Reference List**


**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, currently located in the Disability Services building at the Student Services at White Creek complex on west campus or call 979-845-1637. For additional information, visit [http://disability.tamu.edu](http://disability.tamu.edu)

**Academic Integrity**
*For additional information please visit: [http://aggiehonor.tamu.edu](http://aggiehonor.tamu.edu)*

*An Aggie does not lie, cheat, or steal, or tolerate those who do.*
Texas A&M University  
Departmental Request for a New Course  
Undergraduate • Graduate • Professional  
• Submit original form and attach a course syllabus.  

Form Instructions  
1. Course request type:  
   □ Undergraduate  ✔ Graduate  □ First Professional (DMD, M.D., DVM, DPM)  
2. Request submitted by (Department or Program Name):  
   Artie McFerrin Department of Chemical Engineering  
   CHEN 676, Sustainable Design through Process Integration  
3. Course prefix, number and complete title of course:  

4. Catalog course description (not to exceed 50 words):  
   Systematic and state-of-the-art techniques for the sustainable design of chemical processes;  
   emphasis on holistic and systematic approaches using process integration for the conservation of  
   natural resources and the enhancement of process performance; a variety of visualization,  
   algebraic, and mathematical optimization approaches are presented.  

5. Prerequisite(s):  
   Graduate Classification or Approval of Instructor  
   Stacked with:  
   Cross-listed courses require the signature of both department heads.  

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

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

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

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

10. This course will be:  
   a. required for students enrolled in the following degree program(s) (e.g., B.A. in history)  
      No  
   b. an elective for students enrolled in the following degree program(s) (e.g., M.S., Ph.D. in geography)  
      Yes (M.S., Ph.D. in CHEN)  

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

12. ✔ I verify that I have reviewed the FAQ for Export Control Basics for Distance Education  

13. Prefix  
    Course #  
    Title (excluding punctuation)  
    CHEN 676  
    SUST DES PROC INTEG  

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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:  

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.  
Yes Curricular Services – 07/14
CHEN 676  
SUSTAINABLE DESIGN THROUGH PROCESS INTEGRATION  
FALL 2017  
(3 Credits)  

Lecture hours: M 9:00 – 11:40 a.m.  

Instructor: Mahmoud El-Halwagi, Professor and Holder of the McFerrin Professorship  
Office: 229 Jack E. Brown Hall  
Office hours: MW 12:00 – 2:00 p.m.  

Phone: 845-3484  
E-mail: El-Halwagi@tamu.edu  

Web Page: Please check the VNET web site  
This site will be used to communicate as needed. Students should check frequently.  

Teaching Assistant  


Prerequisites: Graduate Classification or approval of Instructor  

Catalog Course Description: Systematic and state-of-the-art techniques for the sustainable design of chemical processes; emphasis on holistic and systematic approaches using process integration for the conservation of natural resources and the enhancement of process performance; a variety of visualization, algebraic, and mathematical optimization approaches are presented.  

Course Outline:  

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<th>Week</th>
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<tr>
<td>1</td>
<td>Introduction to sustainability, sustainable design, and process integration</td>
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</tr>
<tr>
<td>2</td>
<td>Benchmarking process performance through overall mass targeting</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Direct-recycle networks: A graphical approach</td>
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<tr>
<td>4</td>
<td>Synthesis of mass-exchange networks: A graphical approach</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Combining mass-integration strategies</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Heat integration</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Integration of combined heat and power systems</td>
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</table>
8 Algebraic approaches to process integration
9 Introduction to the formulation and solution of optimization problems
10 Optimization software
11 Mathematical programming approaches for mass integration
12 Synthesis of heat-exchange networks: an optimization approach
13 Macroscopic systems, environmental impact assessment, and life cycle analysis
14 Putting it all together: launching sustainable-design initiatives
15 Final Exam

Grading Policy:
Homework (10%), research assignments (15%), term project (25%), midterm (20%), and final exam (30%)

Grading:

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<tr>
<td>F</td>
<td>&lt; 60</td>
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</table>

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

Email:
Class updates and frequent announcements regarding class meetings, homework, and exams will be transmitted via email. You are responsible for checking your university email account on a regular basis.

APA 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 discuss with Student Affairs or the instructor.

Academic Integrity:
"An Aggie does not lie, cheat, or steal or tolerate those that do" is the lead statement of the Aggie Honor Code. Please refer to the Honor Council Rules and Procedures on the web at: [http://www.tamu.edu/aggiehonor](http://www.tamu.edu/aggiehonor).
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
   - Professional

2. Request submitted by (Department or Program Name):
   Dwight Look College of Engineering
   ICPE 681 - Seminar

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

4. Catalog course description (not to exceed 50 words):
   Seminars and presentations on important developments and current research in energy; delivered by distinguished energy experts from academia, industry, and government.

5. Prerequisite(s):

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

7. Is this a repeatable course?  
   - Yes
   - No
   If this course may be taken _______ times.

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

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

10. How will this course be graded?  
    - Grade
    - S/U

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

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

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

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Approval recommended by:
Christodoulos A. Floudas
Department Head or Program Chair (Type Name & Sign) Date

Chair, College Review Committee Date

Dean of College Date

Music submitted to Coordinating Board by:
Chair, GC or UCC Date

Curricular Services Date Effective Date

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra.williams@tamu.edu.
Course title and number  
ICPE 681 – Seminar

Term
Fall 2016

Meeting times and location
Selected Wednesdays, 4:15 – 5:15 p.m., CHE 111 (Exact dates TBD)

Course Description and Prerequisites

Seminars and presentations on important developments and current research in energy; delivered by distinguished energy experts from academia, industry, and government.
Prerequisite: Graduate Classification

Instructor Information

Name
Christodoulos A. Floudas

Telephone number
979-458-0253

Email address
floudas@tamu.edu

Office hours
By appointment

Office location
302D Williams Administration Building

Textbook and/or Resource Material

TBA, as appropriate.

Grading Policies

Grades will be assigned based on attendance. Attendance at all seminars will be mandatory. Students are responsible for providing satisfactory evidence to the instructor to substantiate any absence.

Course Calendar

Selected Wednesdays (Exact dates TBD)

Attendance

Attendance at all seminars will be mandatory. Students are responsible for providing satisfactory evidence to the instructor to substantiate any absence.
The attendance policy for this course will be administered in accordance with Student Rule #7 (http://student-rules.tamu.edu/rule07)

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, currently located in the Disability Services building at the Student Services at White Creek complex on west campus or call 979-845-1637. For additional information, visit http://disability.tamu.edu.

Academic Integrity

All students are expected to abide by the Aggie Honor Code. Students should be aware of all Honor Council Rules and Procedures. For additional information please visit: http://aggiehonor.tamu.edu

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

Departmental Request for a New Course
Undergraduate • Graduate • Professional

Submit original form and attach a course syllabus.

Form Instructions

1. Course request type:
   - [ ] Undergraduate
   - [ ] Graduate
   - [ ] First Professional (MH, MC, MPh, MPhD, DVM)

2. Request submitted by (Department or Program Name):
   Marine Sciences
   MARS 656 Coastal Water Policy

3. Course prefix, number and complete title of course

4. Catalog course description (not to exceed 50 words):
   History, past and present legislation; the government entities and agencies molding the policies affecting coastal water policy in Texas.

5. Prerequisites:
   [ ] Graduate classification or approval of instructor
   Cross-listed with: [ ] Stacked with: mars 456

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

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

8. Will this course be repeated within the same semester?
   - [ ] Yes
   - [ ] No

9. Will this course be submitted to the Core Curriculum Council?
   - [ ] Yes
   - [ ] No

10. How will this course be graded?
    - [ ] Grade
    - [ ] S/U
    - [ ] P/F or Pass

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

12. Masters of Marine Resources Management

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

14. [ ] I verify that I have reviewed the FAQ for Export Control Basics for Distance Education (https://www.tamu.edu/resources/export-controls/exports-control-basics-for-distance-education).

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| Level | 6 |

Approval recommended by:

Kyoung Park
Department Head or Program Chair
Date 7/15/16

Chair, College Review Committee
Date 8/18/16

Department Head or Program Chair
(date of cross-listed course)

Dean of College
Date 8/18/16

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 845-8291 or ssw.janina@tamu.edu.
Curricular Services 147B

Date 1/14
Course Title and Number: MARS 656 – Coastal Water Policy
Course Term: SPRING 2017
Meeting Time & Location: TBD

Course Description & Prerequisites

History, past and present legislation, the government entities and agencies molding the policies affecting Coastal Water Policy in Texas.

Prerequisites: Graduate level

This is a “Stacked” course with MARS 456 – Graduate students will be required prepare a written book review of one of the books listed below under the heading, Textbook and/or Resource Material. This report will be due on the date and time listed in the Course Catalog for the final exam for this course.

Learning Outcomes

Upon completion of this course, students will be able to:

1. Recognize the Rule of Capture and its practical application to water policy today and relate fully how past water policy has shaped current water policy
2. Describe how the Texas legislature views water policy
3. Identify all entities in Texas that govern our water and its quality
4. List the different governmental agencies, both federal and state, that regulate policies
5. Explain how groundwater and surface water differ in policy
6. Describe the relationship between landowners, business owners, and aquifer authorities
7. Describe how wastewater and drinking water facilities operate and are sustained
8. Summarize current water policy and the how it will shape future policy
9. Explain and give examples of Texas aquifers, groundwater, and surface water levels
10. Demonstrate knowledge of the differing themes of coastal water policy and its importance
11. Compare and contrast the ideas of a multidisciplinary approach to water policy
12. Develop, present and defend an original idea based on the course content to a panel of peers and experts

Instructor Information

Name Dr. Tom Linton
Telephone Number 409-939-3800
Email Address t-linton@tamu.edu
Office Hours By Appointment
Office Location 705 SAGC
CALENDAR

WEEKS:

1. Texas Water Law – The history of its development
2. Texas Water Agencies — By whom and how is surface water & ground water managed
3. Texas Border Water Disputes – Case Studies
5. International Water Law & Management – Case Studies
6. Water Reuse In The Southwest – Fact or Fiction
7. The Environmental Inflow Concept In Practice
8. The Prospect and Promise of Desalination
9. Innovative Water Management Techniques
10. Modeling As A Water Management Tool
11. Water As A Commodity
12. The “SWIFT” Fund – How Bright Is Our Future
13. Student Project Presentations
14. Presentations Continued

Textbook and/or Resource Material

Recommended text and materials on reserve in Williams Library & outside reading assignments that will be given in whole or in part for resource material through the semester or for final projects:

- Water Policy in Texas by Ronald C. Griffin
- Blue Covenant: The Global Water Crisis and the Coming Battle for the Right to Water by Maude Barlow
- Ocean and Coastal Law and Policy by Baur, Eichenberg, & Sutton
- Regulatory Frameworks for Dam Safety: A Comparative Study by Bradlow, Palmieri & Salmon
- Water Ethics: Foundational Readings for Students and Professionals by Brown & Schmidt
- The Evolution of the Law and politics of Water by Dellapenna & Gupta
- The Spanish Element in Texas Water Law by Betty Eakle Dobkins
- Water Law in a Nutshell by David H. Getches
- Unquenchable: America’s Water Crisis and What to do About It by Robert Glennon
- Water Ethics by Llamas, Matinez-Cortina & Mukherji
- Last Oasis: Facing Water Security by Sandra Postel
- Essentials of Texas Water Resources by Mary K. Sahs
- The World Bank Policy for Projects on International Waterways by Salman M. A. Salman
- Regulatory Frameworks for Water Resources Management: A Comparative Study by Salman & Bradlow
- Drinking Water: A History by James Salzman
- Region H Water Planning Group: Feb 4, 2015 Meeting Materials by San Jacinto Water Authority
- Let There Be Water: Israel’s Solution for a Water-Starved World by Seth M. Siegel
- Water Wisdom: Preparing the Groundwork for Cooperative and Sustainable Water Management in the Middle East by Tal & Rabbo
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 [X]
   - First Professional (DVM, MD, JD, PharmD, DVM)

2. Request submitted by (Department or Program Name):
   Department of Management / MS- Human Resource Management Program

3. Course prefix, number and complete title of course:
   MGMT 627 - Developing Leadership Talent

4. Catalog course description (not to exceed 50 words):
   Understand role of leadership in careers; procedures for leadership development to drive organizational success for HRM; identify, analyze, and apply evidence-based approaches for developing leadership talent; leadership problem analysis.

5. Prerequisite(s):
   Graduate Classification
   Cross-listed with: N/A
   Stacked with: N/A
   Cross-listed courses require the signature of both department heads.

6. Is this a variable credit course? [ ] Yes [X] No
   If yes, from _______ to _______.

7. Is this a repeatable course? [ ] Yes [X] No
   If yes, this course may be taken _______ times.
   Will this course be repeated within the same semester? [ ] Yes [X] No
   Will this course be submitted to the Core Curriculum Council? [ ] Yes [ ] No

9. How will this course be graded:
   [X] Grade
   [ ] S/U
   [ ] P/F (CLMD)

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

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

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

13. Prefix Course # Title (excluding punctuation)
   MGMT 627 DEVELOPING LDRSHIP TALENT
   
<table>
<thead>
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<th>Lect.</th>
<th>Lab</th>
<th>Other</th>
<th>SCH</th>
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<th>Admin. Unit</th>
<th>Acad. Year</th>
<th>HCE Code</th>
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</table>

   Approval recommended by:
   Wendy Bowler
   Department Head or Program Chair (Type Name & Sign)
   Date 1/24/16
   Bela Sharpe
   Chair, College Review Committee
   Date 6/24/2016

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

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

   Effective Date

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra-williams@tamu.edu.
Curricular Services - 07/14
MGMT 627 “DEVELOPING LEADERSHIP TALENT”
FALL 2018

CLASS TIMES AND LOCATION
TTh 9:35a-10:50a (section 601)
TTh 11:10a-12:25p (section 602)
107 Wehner Building

INSTRUCTOR:
Dr. Stephen Courtright
Email: scourtright@mays.tamu.edu
Phone: (979) 862-3953

OFFICE HOURS:
TTh 8:15a-9:15a
Other times by appointment
Office: 483E Wehner Building

REQUIRED MATERIALS:
Course packet available for purchase at either Textbook Solutions or the MSC Barnes & Noble. Lecture slides will be posted on eCampus at least 24 hours prior to each class.

COURSE OVERVIEW AND OBJECTIVES

“One of the most universal cravings of our time is a hunger for compelling and creative leadership.” (James McGregor Burns, Leadership, p. 1)

Billions of dollars are spent each year on leadership training and development because effective leadership has the potential to improve and even revolutionize organizations. However, surveys by Gallup and other organizations make it clear that many leaders do not earn the trust and confidence of their employees. In turn, poor leadership, is the leading cause of disengagement in organizations.

Most organizations are aware of the dangers of poor leadership, but relatively few have a clear idea of how to develop leadership talent. This is where you come in! Leadership development can and should be a critical role of HR that can truly add value to organizations. However, an alarmingly low number of HR practitioners are aware of or utilize the science behind leadership training and development. Moreover, too many leadership development efforts are disconnected from organizational strategy, minimizing its impact on key organizational outcomes.

Given the need for effective leadership in organizations, this class has as its primary purpose to understand how organizations can identify, develop, and utilize leadership talent. At the same time, the class is focused on helping you know how to develop your own leadership capabilities.
Thus, the specific objectives of the course are as follows:

- Understand the role of leadership development as a critical driver of organizational success
- Understand the opportunities and challenges associated with learning and practicing leadership
- Identify, analyze, and apply evidence-based approaches for developing leadership talent
- Improve your ability to analyze leadership problems and suggest realistic solutions
- Improve yourself as a leader and take charge of your own leader development

**ABOUT THE PROFESSOR**

Stephen Courtright is an assistant professor in the Department of Management at Mays Business School. He earned a Ph.D. in Business Administration from the University of Iowa and a B.S. in Accounting from Brigham Young University-Idaho (magna cum laude). Dr. Courtright's research focuses on bad boss behaviors and dysfunctional teams. His research is published in leading scholarly journals and has been featured in *The Wall Street Journal, National Public Radio, Forbes, Bloomberg BusinessWeek, Yahoo! News, U.S. News & World Report*, and *Huffington Post*. He is the recipient of the 2014-2015 Montague-Center for Teaching Excellence Scholar Award in the Mays Business School, and was also named a Faculty Fellow for Innovation in High-Impact Learning Experiences by Texas A&M’s Center for Teaching Excellence. He has consulted for several organizations on issues related to team and leadership development. Prior to earning his Ph.D., Dr. Courtright worked as an accountant. Most importantly, he and his wife, Nicole, are the proud parents of four wonderful and rambunctious children.

**GENERAL EXPECTATIONS**

The success of this class depends in large part on your active involvement in the learning process. Thus, I have a set of expectations which, if followed, should result in this class being a fulfilling learning experience for you. I refer to these expectations as the “4 Ps”:

1. **Preparation.** I expect that you will complete the assigned readings before each class so that you will be prepared to participate in class discussions and better comprehend the course material. In turn, you can expect me to carefully prepare for each class in terms of delivering lectures and facilitating activities meant to enhance your learning.

2. **Presence.** If you miss class, you will hinder your ability to learn the course material and the class will not benefit from your insights in class discussions. Thus, while I do not formally take attendance each day, you will find that by missing class, your grade will suffer (see more below). If you do end up having to miss class for a legitimate reason (e.g. illness, school-excused activity, death of a loved one, mandatory religious observance), please contact me before class. In turn, you can expect me to keep you updated on news items related to the course.

3. **Principle.** Men and women of integrity are sorely needed in the world of business as well as in our universities. Cheating in any form hinders your ability to master the course material because you become dependent on someone else’s work rather than your own. It also reflects a lack of self-confidence and self-control. Although more information on the ethics guidelines for this course is given below, suffice it to say here that I expect each student to uphold and defend the highest ethical standards in this class and in all related activities. In turn, you can expect me to treat you with fairness and the utmost respect.
4. **Participation.** Your participation in class discussions and group projects is essential to your learning and to the success of the class as a whole. It is my sincere belief that each of you has unique insights and skills to share in the class discussions and groupwork that will enhance your learning and that of your peers. While more specifics about class and group participation are given below, let me mention one expectation related to class participation right now: *sending text messages, using social media, surfing the web, shopping online, or any similar activity with laptops, tablets, phones, or other electronic devices during class is strictly prohibited.* In addition, doing work for other courses is also prohibited during class. In turn, you can expect me to strive to promote an environment that is energizing and conducive to learning.

**COURSE ACTIVITIES AND GRADING GUIDELINES**

Your course grade will be based on a combination of individual and group efforts. This method of evaluation simulates performance evaluation and feedback systems in “real world” organizations and reinforces the notion that leadership is not simply an individual act but rather a social process that transcends any single individual. The weight associated with each requirement is given below.

<table>
<thead>
<tr>
<th>Individual Work:</th>
<th>Possible Points</th>
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<tbody>
<tr>
<td>Participation and Engagement</td>
<td>100 points</td>
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<tr>
<td>Executive Interview</td>
<td>100 points</td>
</tr>
<tr>
<td>Reflection Paper</td>
<td>100 points</td>
</tr>
<tr>
<td>Final Exam</td>
<td>300 points</td>
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<tr>
<td>Pop Quizzes (5)</td>
<td>100 points</td>
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</table>

<table>
<thead>
<tr>
<th>Group Work:</th>
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<tbody>
<tr>
<td>Consulting Project:</td>
<td>300 points</td>
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<tr>
<td><em>Competency Definitions (draft)</em></td>
<td>100 points</td>
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<tr>
<td><em>Competency Behavioral Indicators (draft)</em></td>
<td>100 points</td>
</tr>
<tr>
<td><em>Competency Definitions and Behavioral Indicators (final)</em></td>
<td>100 points</td>
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</tbody>
</table>

**Total Possible Points:** 1000 points

**Participation and Engagement**

Your attendance, participation, and engagement in class discussions and group projects are essential to the success of the class. Accordingly, 15% of your total grade (150 points) will be based on participation and engagement. Your participation and engagement grade is based on the following broad criteria: (1) attendance, participation and engagement in class (i.e., quality and frequency of contributions in class discussion, ability to advance or sharpen in-class discussion and debate, respecting class members and their contributions), (2) contribution to group projects (as assessed by your teammates), and (3) completion of assigned surveys.

**Executive Interview**

You must interview a manager/entrepreneur who is at a high enough level to have significant leadership responsibility for his/her organization (e.g., owner/founder, CEO or other C-suite, Vice President/Director, senior manager, etc.). This person may be associated with one of your former organizations or an organization in which you are now interested. The interview should focus on the leader’s process for learning to be a leader, including the key lessons he/she learned and challenges he/she encountered as a new leader. You will be asked to submit a reflection paper about the insights you gained from the interview, including key discoveries and lessons learned. This
assignment is due on September 29 and is worth 10% of your total grade (100 points). Additional details will be provided in a handout.

**Final Exam**
There will be a final exam at the end of the semester that is cumulative. The exam will consist of short-answer and essay questions. Questions will come from the lecture notes, assigned articles, and class activities. The final exam accounts for 30% of your total grade (300 points). I strongly encourage you to begin studying for each exam well in advance of the exam date.

**Pop Quizzes**
To help prepare you for the final exam and check on your progress with class readings, there will be five different “pop” quizzes given during the semester. Each quiz will be worth 20 points; thus, they will collectively count toward 10% of your total grade. Each quiz will consist of 4-5 questions related to the assigned reading for the day and/or concepts discussed in previous lectures. Please note that because these are “pop” quizzes, they will be unannounced prior to class. Thus, it is important to attend class and consistently stay on top of course readings. The quizzes cannot be made up unless you have an excused absence (see the section on my attendance policy).

**Consulting Project**
A key principle that will be discussed in class is that leadership is primarily learned through experience. However, the same principle is true for learning how to train and develop leaders. As such, you will be working on a semester-long consulting project that will give you practical experience with one of the most important steps in “macro” leadership development—defining and measuring leadership competencies. Specifically, you will work in groups of 4-5 people in assisting Texas A&M’s College of Architecture in developing a measurement instrument for a set of competencies they have developed for their Leadership Program. There will be a number of deliverables associated with this project, which will be explained in a handout and announced in class. Cumulatively, this project accounts for 30% of your total grade (300 points).

**Final Grade Evaluations**
Your final grade will be based on the number of points you receive throughout the semester as follows:

<table>
<thead>
<tr>
<th>Points</th>
<th>Grade</th>
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<tbody>
<tr>
<td>900-1000</td>
<td>A</td>
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<tr>
<td>800-899</td>
<td>B</td>
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<tr>
<td>700-799</td>
<td>C</td>
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<tr>
<td>600-699</td>
<td>D</td>
</tr>
<tr>
<td>0-599</td>
<td>F</td>
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</table>

**ELECTRONIC COMMUNICATIONS**
I will frequently send announcements and reminders via e-mail. I will use your Texas A&M e-mail addresses for these communications. In addition, important information such as lecture slides, articles, announcements, and grades will be posted on the course website on eCampus. Thus, you should check your e-mail and eCampus daily so that you are aware of this information.

**ATTENDANCE POLICY**

4
Learning is best facilitated when you attend each class. Though I will not formally take attendance each day, there will be times when I conduct class activities for which I will take random attendance. If you are consistently not in class to participate in class activities, your Participation and Engagement grade will suffer. In addition, your grade may suffer if you miss “pop” quizzes.

That said, there may be times when an absence from class is justified. Such instances, according to Texas A&M policy (see http://student-rules.tamu.edu/rule07) include the following:

1) Participation in a class-required activity that appears on the university authorized activity list.
2) Death or major illness in your immediate family.
3) Illness of a dependent family member (e.g., child, spouse).
4) Participation in legal proceedings or administrative procedures that require your presence.
5) Religious holy day.
6) Illness that is too severe or contagious to attend class.
7) Required participation in military duties.
8) Other absences may be excused at my discretion with prior notification.

With the exception of a religious holy day, you must notify me by e-mail before the start of class that you will be absent. In cases where advance notification is not feasible (e.g., accident or emergency), please notify me regarding the reason behind your absence within three days of the incident.

**POLICY ON LATE WORK**

Due dates for projects and assignments are noted in the course schedule and are turned in on the day of class noted in the course schedule. They must be turned in at the beginning of class or else they are considered late and will result in an automatic 50% penalty. An extra 10% will be taken off for each additional day past the deadline. Thus, it is essential that you plan ahead to ensure that the assignment is turned in on time. You will also be required to upload a digital copy of group project on eLearning.

**POLICY ON CHEATING AND HONOR CODE VIOLATIONS**

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

Honesty and integrity are essential qualities of effective leadership. Therefore, I expect each student to uphold and defend the highest ethical standards in this class. Some implications of the high ethical standards for this course are as follows:

First, no student will give or receive unauthorized aid during completion of exams or quizzes. In other words, you must rely solely on your memory during the tests. Any verbal or non-verbal communication with other people or use of resources other than your memory (e.g. looking at the answers of a person sitting near you) during a quiz or exam will be considered cheating and will result in appropriate penalties (see below).

Second, I expect absolutely no cheating, plagiarism, or falsification of any work you turn in for this class. Academic misconduct includes, but is not limited to, such things as looking at and copying ideas from online aids for assignments, falsely claiming to have done your fair share of group work without having done so, cutting and pasting to or from documents developed by other people, using notes from
prior students to complete assignments, or re-submitting papers and materials used previously for another class. Please note that I will use the tool “Turnitin” as one means to assess potential plagiarism.

Academic misconduct may result in penalties up to and including suspension or expulsion from school. More specifically, if I determine that an assignment was not written solely by the student(s) whose name(s) appears on the project, the student(s) will automatically receive a zero for the assignment and may receive an “F” in the class. Furthermore, any incident of cheating will result in an immediate referral to the Aggie Honor System Office. For additional information visit http://aggiehonor.tamu.edu.

Please note that in relation to group projects, if someone in the group commits a dishonest act, the entire group may end up being held responsible for it. Therefore, groups should clearly document who contributes to what parts of the assignments and verify how group members are obtaining the material they are providing for the project.

**Grade Appeals Process and Other Student Concerns**

If you have a concern about a grade that you receive on any assignment in this class, you are invited to submit a written appeal to me within five days of receiving the grade in question. This appeal should outline your specific concerns with the grade and the evidence you have to support why it should be changed. I will consider your written appeal and send you my decision regarding the grade. Other concerns regarding this course should first be discussed with me, the instructor teaching this course. If we are unable to resolve the complaint, you may contact the Department Head of the Department of Management (Dr. Wendy Boswell, 979-862-3962, wboswell@mays.tamu.edu).

**Sexual Harassment Policy**

I am deeply committed to providing students with an environment free from sexual harassment. One newspaper columnist observed that “Today, we expect sexual harassment laws to restrain coarse behavior. . . . But policemen and laws can never replace customs, traditions and moral values as a means for regulating human behavior.” In that vein, my sincere hope is that there will be no incidents of sexual harassment in my course because of a deep, personal commitment to the highest ethical and moral standards. However, if you feel you have been harassed, I strongly encourage you to visit with the Office of the Dean of Student Life (Cain Hall, Suite B117; 979-845-3111).

**Americans with Disabilities Act (ADA) Policy Statement**

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that, among other things, 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 (Cain Hall, Suite B118; 979-845-1637). For additional information visit http://disability.tamu.edu.

**Course Schedule (Subject to Change)**

6
<table>
<thead>
<tr>
<th><strong>DATE</strong></th>
<th><strong>TOPICS &amp; ACTIVITIES</strong></th>
<th><strong>READINGS/CLASS PREP</strong></th>
<th><strong>ASSIGNMENTS DUE</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Part I: Introduction to Leadership Development</strong></td>
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<tr>
<td>Tuesday, August 30</td>
<td>Introduction to the Course</td>
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</tbody>
</table>
| Thursday, September 1 | Why Leadership Development Matters            | **Read:** Goldsmith, “Great Leaders Are Made, Not Born” (pp. 4-7)  
**Read:** Aaker, “Great CEOs are Born, Not Made” (pp. 8-10) |                     |
| Tuesday, September 6 | Challenges to Developing Leaders              | **Read:** Hill, “Becoming the Boss” (pp. 11-21)  
**Case:** Erik Peterson (pp. 178-190)  
**Read:** DeLong & DeLong, “The Paradox of Excellence” (pp. 22-26) |                     |
| Thursday, September 8 |                                               |                                                   |                     |
| Tuesday, September 13 | Overview of Leadership Development            | **Read:** Groysberg & Cowen, “Developing Leaders” (pp. 27-43) |                     |
| Thursday, September 15 | Consulting Project (CP): Visit from Dr. Booth** |                                                   |                     |
| **Part II: “Macro” Leadership Development** |                                               |                                                   |                     |
| Tuesday, September 20 | Linking Leadership Development to Organizational Strategy | **Read:** Hammonds, “Why We Hate HR” (pp. 44-51) |                     |
| Thursday, September 22 | Building Competency Models                    | **Read:** Ulrich & Smallwood, “Building a Leadership Brand” (pp. 52-63)  
**Read:** Campion, Fink, Ruggerberg, Carr, Phillips et al., “Doing Competencies Well” (pp. 64-101, emphasis on pp. 78-88) |                     |
<p>| Tuesday, September 27 |                                               |                                                   |                     |
| Thursday, September 29 | CP: Visit from CADAC**                        |                                                   | Executive Interview Paper |</p>
<table>
<thead>
<tr>
<th>Date</th>
<th>Activity</th>
<th>Reading/Resource</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday, October 4</td>
<td>Building a Pipeline of Talented Leaders</td>
<td><strong>Read:</strong> Conger &amp; Fulmer, “Developing Your Leadership Pipeline” (pp. 102-109)</td>
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<tr>
<td>Thursday, October 6</td>
<td></td>
<td><strong>Read:</strong> Ready, Conger, &amp; Hill, “Are You a High Potential?” (pp. 110-117)</td>
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</tr>
<tr>
<td>Tuesday, October 11</td>
<td>Building a Learning Organization</td>
<td><strong>Read:</strong> Garvin, Edmonson, &amp; Gino, “Is Yours a Learning Organization?” (pp. 118-125)</td>
<td><strong>CP:</strong> Competency Definitions (draft)</td>
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<tr>
<td><strong>Part III: “Micro” Leadership Development</strong></td>
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<tr>
<td>Tuesday, October 18</td>
<td>Developmental Experiences</td>
<td><strong>Read:</strong> McCall, “Leadership development through experience” (pp. 126-130)</td>
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<td><strong>Read:</strong> DeRue &amp; Ashford, “Power to the People…” (pp. 131-135)</td>
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<td><strong>Read:</strong> Edmonson, “Strategies for Learning from Failure” (pp. 136-144)</td>
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<tr>
<td>Thursday, October 20</td>
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<tr>
<td>Tuesday, October 25</td>
<td>Developmental Relationships</td>
<td><strong>Read:</strong> Cross &amp; Thomas, “A Smarter Way to Network” (pp. 145-150)</td>
<td><strong>CP:</strong> Behavioral Indicators (draft)</td>
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<td><strong>Read:</strong> Longenecker &amp; Neubert, “Practices of effective managerial coaches” (pp. 151-158)</td>
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<td><strong>Case:</strong> The Federal Reserve Bank of Chicago’s Mentoring Program (pp. 191-205)</td>
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<tr>
<td>Thursday, November 1</td>
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<td>Tuesday, November 3</td>
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<tr>
<td>Tuesday, November 8</td>
<td>Guest speaker</td>
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<tr>
<td>Thursday, November 10</td>
<td>Consulting Project Work Day</td>
<td><strong>Read:</strong> <a href="http://www.trainingindustry.com/workforce-development/articles/4-principles-for-effective-training-">http://www.trainingindustry.com/workforce-development/articles/4-principles-for-effective-training-</a></td>
<td><strong>CP:</strong> Final Rating Form</td>
</tr>
<tr>
<td>Tuesday, November 15</td>
<td>Formal Training</td>
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<tr>
<td>Date</td>
<td>Topic</td>
<td>Reading/Assignments</td>
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<tr>
<td>Thursday, November 17</td>
<td>design-based-on-neuroscience.aspx</td>
<td>Read: Courtright, Stewart, &amp; Ward, “Applying Research to Save Lives…” (pp. 159-170)</td>
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<tr>
<td>Tuesday, November 22</td>
<td>Evaluating Leadership Development Efforts</td>
<td>Case: Sales Force Training at Arrow Electronics (pp. 206-219)</td>
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**Part IV: Course Wrap-Up**

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<tr>
<td>Tuesday, November 29</td>
<td>CP: Visit from Dr. Booth**</td>
</tr>
<tr>
<td>Thursday, December 1</td>
<td>Leading Your Life</td>
</tr>
<tr>
<td>Tuesday, December 6</td>
<td>Final Exam Review</td>
</tr>
<tr>
<td>Friday, December 9</td>
<td>Final Exam 602: 12:30-2:30pm 603: 3:00-5:00pm</td>
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**Section 603 will combine to meet with Section 602 from 9:35-10:50**
Course Changes
Texas A&M University
Departmental Request for a Change in Course
Undergraduate □ Graduate □ Professional □ First Professional (DOD, MD, JD, PharmD, DVM)
Submit original form and attachments.

Course prefix, number and complete title of course: ANTH 680: Teaching Anthropology

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

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

Approval recommended by:

Cynthia Warner

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

Effective Date

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra.williams@tamu.edu.
Curricular Services — 08/14
August 10, 2016

TO: Graduate Instruction Committee, College of Liberal Arts
FROM: Cynthia Werner, Department of Anthropology
RE: Course Change Request for ANTH 680

The Department of Anthropology is requesting to change ANTH 680 — Teaching Anthropology from a one-credit course to a zero-credit course. The rationale for this change is that this course is required as part of the credentialing of new graduate student instructors, but it is not required for student degree plans. This change will allow the course to remain on student transcripts, but not require students to pay for coursework that exceeds the 9 credit hours provided by a Graduate Assistant position.
Teaching Anthropology:
Training for First-Time Graduate Instructors
& Teaching Assistants
ANTH 680 – Spring 2017

Tuesday 9:35-10:25, ANTH 105
Office Hours Monday 10:30 – 11:30 – Anthropology Bld. 309J
Instructor: Jeff Winking (jwinking@tamu.edu) Tel.: 979-458-5627

Course Description
This course is an introduction to course planning and is designed to help Anthropology graduate students develop the skills they need to be effective educators. Topics will include course design, syllabus design, student motivation and engagement, teaching sensitive topics, assessment design and implementation, and technology use in education.

Learning Objectives
The objective of this course is to get students familiar with the fundamental skills needed to successfully teach a course in Anthropology at Texas A&M University. At the end of the course, students should be able to:

1. Design a course, including an appropriate bibliography and effective syllabus.
2. Plan individual classes, employing didactic aids, technological aids, discussions, and other interactive teaching methods.
3. Discuss potentially provocative topics (e.g., race, gender and sexuality diversity, evolution, etc.) in a manner that promotes both candor and respect among diverse groups.
4. Create common introductory Anthropology courses that cover all of the necessary major topics and effectively teach classes covering major Anthropology themes, such as human evolution, cultural diversity, and cultural relativism.
5. Design and implement assessment plans.
6. Deal with conflict.

Prerequisites
Graduate standing; admission to graduate program in Department of Anthropology

Readings
All other reading materials will be posted on e-Campus.
Grading

The course grade will be based on five assignments each counting 20% to your final grade (100%). Letter Grades are based on the following scale: 100-90 = A; 80-89.9 = B; 70-79.9 = C; 60-69.9 = D; <60 = F. The final exam is not comprehensive.

Grades will only be posted on the course website and can be accessed there.

Attendance

I will not take attendance. If a student fails to turn in an assignment on time, a university approved excused absence will be required to make up the work. No late assignments will be accepted unless documentation is provided for a university approved excused absence on the due date. All late assignments must be completed before the next assignment due date. Students should notify the instructor in advance if they know they will need to take an excused absence. University approved excused absences are defined in the Texas A&M University Regulations: (http://student-rules.tamu.edu/rule07).

Helpful Websites

http://teaching.tamu.edu/Home.aspx
http://teaching.tamu.edu/Classroom-Management-and-Administration
http://teachingcenter.wustl.edu/strategies/Pages/syllabus-checklist.aspx#.VFPLpfnF98E

Aggie Code of Honor

"An Aggie does not lie, cheat, or steal or tolerate those who do." For additional information on the Aggie Honor Code, please visit: http://aggiehonor.tamu.edu.

Disabilities

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, currently located in the Disability Services building at the Student Services at White Creek complex on west campus or call 979-845-1637. For additional information visit http://disability.tamu.edu.

Diversity Statement

Respect for cultural diversity is a core concept of Anthropology. In this course, each voice in the classroom has something of value to contribute to class discussion. Please respect the different experiences, beliefs and values expressed by your fellow students and refrain from anti-intellectual comments about other individuals, cultures, groups, or viewpoints. The Anthropology Department supports the Texas A&M University commitment to Diversity, and welcomes individuals of all ethnic groups, genders, sexual orientations, and family backgrounds.

Course Schedule

Week 1: Introduction

The purpose of education. Is education a topic outside politics? Aggies, money, jobs, competition, education, citizenship, democracy.

What are the most important outcomes of undergraduate education? What is the social relevance of Anthropology?! What is the use of an anthropologist?! Video:
https://www.youtube.com/watch?v=pzrUt9CHtpY

(Don McLeroy)

For next class watch video:
http://www.ted.com/talks/ken_robinson_says_schools_kill_creativity?language=en

(Ken Robinson)

Week 2: Planning a course

The basic rules of course planning. (CTE Learning Outcomes PowerPoint).

http://teachingcenter.wustl.edu/strategies/Pages/course-planning.aspx#.VFFAU_nF98E

Discussion: Bain, What the Best College Teachers Do, Introduction.

Week 3: Choosing a bibliography

Editors, politics, text books, articles and other resources. Evans Library. (CTE Teaching Strategies PowerPoint).

Discussion: Bain, What the Best College Teachers Do, Chapter 1

For next class watch video:

https://www.youtube.com/watch?v=u6XAPnuFjJc&list=PL4611E32F61B257F5

(Dan Pink)

Assignment 1: Write a bibliography (2 pages, TNR12, single-spaced, margins 1”).

Week 4: Defining and adopting a teaching philosophy

Assessing, punishing, rewarding, motivating. Competition and citizenship. (CTE Classroom management PowerPoint).

Videos: https://www.youtube.com/watch?v=7sywMkt5OoI (Alfie Kohn)
https://www.youtube.com/watch?v=EQt-ZI58wpw (Alfie Kohn)

Discussion: Bain, What the Best College Teachers Do, Chapter 2

Assignment 2: Write a teaching philosophy (half page, same format)
Week 5: How to put a syllabus together

Course title, number and section, schedule and location, academic calendar, resources, prerequisites, policies, grades. (CTE Grading PowerPoint).

http://teachingcenter.wustl.edu/strategies/Pages/syllabus-checklist.aspx#VPFuZBb4rwt

Discussion: Bain, What the Best College Teachers Do, Chapter 3

Assignment 3: Write the first draft of your syllabus (no longer than five pages).

Week 6: Defining learning objectives

Information, critical thinking, writing skills, curiosity. (CTE Advanced Technology PowerPoint).

Discussion: Bain, What the Best College Teachers Do, Chapter 4

Assignment 4: Write a one-page list with the five principal learning objectives for your class.

Week 7: How to manage a classroom

Student participation, lectures, exercises, grading, plagiarism, language, cultural sensitivity. (CTE Application of Teaching Strategy PowerPoint).

Discussion: Bain, What the Best College Teachers Do, Chapter 5

Week 8: How to construct a lecture

Rules to teach a perfect class. (CTE Self Reflection for Instructors PowerPoint).

http://teachingcenter.wustl.edu/strategies/Pages/default.aspx

Discussion: Bain, What the Best College Teachers Do, Chapter 6

Week 9: Assessment

Exams, assignments, laboratories. Communicating about grades. (CTE International PowerPoint).

Discussion: Bain, What the Best College Teachers Do, Chapter 7

Assignment 5: Write the final version of your syllabus (no longer than six pages).

Week 10: Effective Teaching

What makes a good teacher?

Discussion: Bain, What the Best College Teachers Do, Epilogue
Week 11: Teaching Sensitive Topics

Teaching potentially provocative topics among diverse groups—how to maintain candor and respect at the same time. Religion and evolution, race, gender and sexuality diversity, political systems, relativism.


Week 12: Anthropology Courses and Anthropological Lessons

Introductory courses, culture survey courses. Teaching human evolution, cultural diversity, cultural relativism, American exceptionalism.

*Video*: [https://www.youtube.com/watch?v=9T9Kp4NE5l4](https://www.youtube.com/watch?v=9T9Kp4NE5l4) (Jamie Dimon)

Week 13: Critical thinking, High-Impact Experiences and Anthropology

Is there an alternative to the federal/state requirement “memorize this, regurgitate it the day after and forget it forever?” Higher Order Thinking Skills (HOTS). Outcome-Based Education (OBE).

*Video*: [https://www.youtube.com/watch?v=dUqRTWCdXt4](https://www.youtube.com/watch?v=dUqRTWCdXt4) (Derek Cabrera)

Week 14: Discussion

How do I want to evolve as a teacher?
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): Zachary Department of Civil Engineering
3. Course prefix, number and complete title of course: CVEN 604 "Engineering Analysis of Treatment Systems"
4. Change requested
   a. Prerequisite(s): From: ____________________________ To: ____________________________
   b. Withdrawal (reason): Emphasis of the newly designed course will be on physical and chemical principles
   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 1a 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://vpr.tamu.edu/resources/export-controls/export-controls-basics-for-distance-education).
9. Complete current course title and current catalog course description:
   Engineering Analysis of Treatment Systems. (3-0). Credit 3. Theory of processes used to treat water, wastewater and hazardous wastes; applications of theory to design and operation of treatment systems, including biological treatment, adsorption, coagulation, filtration and precipitation. Prerequisites: CVEN 601, CVEN 619, CVEN 620.
10. Complete proposed course title and proposed catalog course description (not to exceed 50 words):
    Engineering Analysis of Treatment Systems. (3-0). Credit 3. Theory of processes used to treat water and wastewater; applications of theory to design and operation of treatment systems, including adsorption, coagulation (including precipitation), flocculation, media filtration, and membrane filtration. Prerequisites: CVEN 619, CVEN 620.
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  Acud. 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 – 08/14
Brief supporting statement for changes made to CVEN 604 course description

New offerings of the course will emphasize the physicochemical bases of the theory of treatment systems. In line with the expertise of the new instructor and the progress in the field, biological treatment processes will be substituted by more in-depth discussions of membrane filtration, flocculation, and media filtration.
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 Electrical and Computer Engineering
3. Course prefix, number and complete title of course: ECEN 762 Ultrasound Imaging

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: ___________________________

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

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

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

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

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

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

9. Complete current course title and current catalog course description:
ECEN 762 Ultrasound Imaging- Please see attached.

10. Complete proposed course title and proposed catalog course description (not to exceed 50 words):
ECEN 762 Advanced Ultrasound Imaging Techniques- Please see attached.

11. a. As currently in course inventory:

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Approval recommended by:
M. Begovic

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

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

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

Associate Director, Curricular Services

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra-williams@tamu.edu.
Curricular Services – 08/14
**ECEN 762 Ultrasound Imaging** - Covers mathematical analysis of wave propagation, scattering of ultrasound in biological tissues, electronic transducer arrays for the beam forming, models of the received signals and signal processing methods for medical ultrasound imaging of tissues. Research papers related to fundamental ultrasound imaging concepts are discussed throughout the course. Prerequisite: Approval of instructor

**ECEN 762 Advanced Ultrasound Imaging Techniques** - Fundamental concepts at the basis of ultrasound imaging, including: mathematical analysis of wave propagation, scattering of ultrasound in biological tissues, electronic transducer arrays for the beam forming, models of the received signals and signal and image processing methods for medical ultrasound imaging of tissues; focus on the fundamental understanding of advanced ultrasound imaging methods and techniques and their applications; State-of-the-art ultrasound imaging techniques that will be covered include: ultrasound contrast agents and harmonic imaging, 3D and 4D imaging, micro-ultrasound imaging, intravascular ultrasound, elasticity imaging, photoacoustic imaging, advanced Doppler imaging methods, 2D arrays, C-MUT and HIFU technologies. Performance will be assessed by means of one midterm exam, one final exam and one final project.
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)  
2. Request submitted by (Department or Program Name): Department of Electrical and Computer Engineering  
3. Course prefix, number and complete title of course: ECEN 762 Advanced Ultrasound Imaging  
   Ultrasound Imaging

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 10. Complete item 11a and b. Attach a course syllabus.  
   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 □ IP/CLMD  
7. If this course will be stacked, please indicate the course number of the stacked course: ____________________________  
   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:  
   ECEN 762 Ultrasound Imaging: Ultrasound is a non-invasive medical imaging modality that has a wide range of clinical applications, both as a primary modality and as an adjunct to other diagnostic procedures. Its utility in medicine is in large part due to some unique characteristics, such as real-time imaging capabilities, low cost, nonionizing radiation and portability. The purpose of this course is to present methods for characterizing and analyzing ultrasound imaging systems. Our goal is to present, with enough mathematical rigor, an integrated

9. Complete proposed course title and proposed catalog course description (not to exceed 50 words):  
   ECEN 762 Advanced Ultrasound Imaging Techniques: This course will cover a review of the fundamental concepts at the basis of ultrasound imaging, these include mathematical analysis of wave propagation, scattering of ultrasound in biological tissues, electronic transducer arrays for beam forming, models of the received signals and signal and image processing methods for medical ultrasound imaging of tissues. We will focus on the fundamental understanding of advanced ultrasound imaging methods and techniques and their applications. State-of-the-art

10. Approval recommended by:  
   Department Head or Program Chair (Type Name & Sign) ____________________________ Date ____________________________  
   Chair, College Review Committee ____________________________ Date ____________________________  
   Dean of College ____________________________ Date ____________________________  
   Chair, GC or UCC ____________________________ Date ____________________________  

Submitted to Coordinating Board by:  
Associate Director, Curricular Services ____________________________ Date ____________________________  
Effective Date ____________________________
Curriculum Changes
Texas A&M University
Request for a Change in Curriculum
Undergraduate • Graduate • Professional

1. Program request type:
   - [x] Undergraduate
   - [ ] Graduate
   - [ ] First Professional (e.g., DMA, JD, MD, etc.)

2. Request change for:
   - [x] Degree Program
   - [ ] Minor
   - [ ] Certificate

3. Request submitted by (Department or Program Name):
   Department of Maritime Administration
   Program Designation and Name:
   B.S. in Maritime Administration and MMAL: Masters in Maritime Administration and Logistics 3+2 Non-Thesis

4. (e.g., B.A. in History, Minor in History, Certificate in European Union):

5. Brief description of change:
   To eliminate the one credit hour lab for MARA 205, Introduction to Ships and Shipping, and increase general electives by one credit hour.
   To require students enrolled in the Maritime Administration Major to register for MARA 205 their first semester at TAMUG.

6. Rationale for change:
The curriculum for MARA 205 was changed to eliminate the requirement of a one credit hour lab. General electives are increased to fulfill degree program hours.
MARA 205 establishes a foundation of knowledge essential for subsequent coursework in the MARA curriculum.

---

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

7. a. Proposed curriculum attached.
   - [x] Yes
   - [ ] No

7. b. Current catalog curriculum with handwritten edits attached.
   - [x] Yes
   - [ ] No

   - [x] Yes
   - [ ] No

   Please make sure the attached proposed curriculum, catalog and Howdy degree evaluation match.

8. a. Will degree program hours change (increase/decrease) due to the proposed curriculum changes?
   - [ ] Yes
   - [x] No

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

8. c. If yes, is the Texas Higher Education Coordinating Board form attached?
   - [ ] Yes
   - [x] No
   - [ ] No

9. If proposed changes affect other unit(s), are letters of support attached?
   - [ ] Yes
   - [ ] No

IMPORTANT NOTE: Curriculum changes submitted through the approval process and fully approved by February (December-UCC/GC, January-Faculty Senate, February-President) will be effective in the next academic year. Changes requiring approval beyond the University should complete the internal approval process early in the fall semester whenever possible in order to ensure timely implementation.

Approval recommended by:

[Signature]
Date: 6-16-16

Dean of College
Date: 8-18-16

Chair, College Review Committee
Date: 8-18-16

Questions regarding this form should be directed to Curricular Services at 845-8201 or sandra-williams@tamu.edu.
Curricular Services - 04/14
Maritime Administration - 5-year bachelor of science/master of maritime administration and logistics

This program allows Maritime Administration (MARA) majors to enter the graduate program for a Master of Maritime Administration and Logistics at the beginning of their senior year, enabling students to receive their MARA undergraduate degree (B.S.) and a Master of Maritime Administration and Logistics (MMAL) graduate degree in five years.

Students admitted to the 5-year degree program will have completed 92 of the 120 hours of course work required to receive a bachelor's degree. These courses must include the specific prerequisites for a Bachelor of Science degree in Maritime Administration, as well as the required Texas A&M University core curriculum courses.

Maritime Administration majors who have at least a 3.25 GPA and who have taken all of their prerequisite courses and otherwise completed 92 hours by the fall of their fourth year will be eligible to apply for the 5-year program during their junior year. Applicants to the 5-year program will submit the same materials (including GMAT scores) as other MMAL applicants, and those whose records are judged to be competitive by the mid-January deadline will be admitted. Admission criteria will be the same as for other MMAL students.

Students who choose not to finish the MMAL degree after being admitted to the 5-year program may exit the program at any time. Completed MMAL courses will be applied to their bachelor's degree in Maritime Administration, as appropriate. Failure to complete the MMAL program will in no way impede their ability to attain a bachelor's degree in Maritime Administration when the requirements for that degree are completed. Those who pursue the joint program will receive both degrees upon completion of the entire 5-year program. Students will not graduate with a bachelor's degree in year four, but rather will earn both their Bachelor of Science and Master of Maritime Administration and Logistics at the end of year five.

Admitted students will be enrolled in Maritime Administration and Logistics graduate courses with an undergraduate classification (U4) during the fall of their fourth year and will be re-classified as degree seeking master's students (G7) upon completing 107 credit hours. This will normally occur at the beginning of the spring semester of year four. Students will take 9 fewer undergraduate credit hours. Graduate courses taken in the fifth year program will be counted double, as credit towards their MMAL degree and as substitutes for MARA and free electives required for the bachelor's degree.

Students will be required to complete 36 graduate hours. The graduate hours will include 7 core courses (21 credits) in economics, management, operations and logistics with 16 credit hours of electives. The electives will be chosen according to the interest of the student in either the Maritime Policy and Law track or the Shipping and Port Management track. Students will also take 21 hours of undergraduate level MARA electives that must include MARA 416 in order to satisfy the TAMU Intensive Writing requirement.

### Program Requirements

#### First Year

<table>
<thead>
<tr>
<th>Semester</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall</td>
<td></td>
</tr>
<tr>
<td>MARA 205</td>
<td>Introduction to Ships and Shipping &lt;sup&gt;1&lt;/sup&gt;</td>
</tr>
<tr>
<td>MATH 141</td>
<td>Finite Mathematics</td>
</tr>
<tr>
<td>POLS 206</td>
<td>American National Government</td>
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<td>MARA 260</td>
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<td>MATH 142</td>
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<tr>
<td>American history</td>
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<td>Communication</td>
</tr>
<tr>
<td>Life and physical sciences</td>
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#### Second Year

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<thead>
<tr>
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<tbody>
<tr>
<td>Fall</td>
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</tr>
<tr>
<td>ACCT 229</td>
<td>Introductory Accounting &lt;sup&gt;1&lt;/sup&gt;</td>
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<tr>
<td>ECON 202</td>
<td>Principles of Economics &lt;sup&gt;1&lt;/sup&gt;</td>
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<td>MARA 301</td>
<td>Ocean Transportation &lt;sup&gt;1&lt;/sup&gt;</td>
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<tr>
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<td>Legal and Social Environment of Business</td>
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<td>ACCT 230</td>
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#### Third Year

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<tr>
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<tr>
<td>MARA 373</td>
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<td>MARA 395</td>
<td>Personnel Management</td>
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<tr>
<td>MARA 421</td>
<td>Admiralty Law &lt;sup&gt;1&lt;/sup&gt;</td>
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<td>SCMT 303</td>
<td>Statistical Methods &lt;sup&gt;1&lt;/sup&gt;</td>
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<sup>1</sup> Changes to Fall 2017 catalog previously approved.
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<th>Creative arts</th>
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<tr>
<td>Language, philosophy and culture</td>
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<tr>
<td>Elective in MARA 1,2</td>
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<td>Term Semester Credit Hours</td>
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### Fourth Year

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<td><strong>MARA 627</strong> Marketing of Transportation Services</td>
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<tr>
<td><strong>MARA 633</strong> Managerial Decision Making</td>
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<tr>
<td><strong>MARA 641</strong> Financial Management in Marine Transportation</td>
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<table>
<thead>
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<td><strong>MARA 664</strong> Production, Operations and Logistics Management</td>
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### Fifth Year

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<td>MMAL elective 4</td>
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<td><strong>MARA 610</strong> International Strategic Planning and Implementation</td>
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All electives must be chosen in consultation with, and approved by, the student's academic advisor. Unless courses are specifically listed, see University Core Curriculum at http://core.tamu.edu for a listing of course options for Communication; Mathematics; Life and Physical Sciences; Language, Philosophy and Culture; Creative Arts; American History; Government and Political Sciences; and Social and Behavioral Sciences. The 6-hour University Core Curriculum requirement for International and Cultural Diversity may be met with courses used to satisfy other degree requirements. The total hours may be increased if the student is required to take remedial math, remedial English, foreign language or International and Cultural Diversity courses.

1. Indicates required courses in the Maritime Administration major.
   These courses will be used to compute the major GPR. At the time of graduation, a MARA major must have a GPR of at least 2.26 in their major. A MARA major must achieve a grade of 'C' or better in ACCT 229, ACCT 230, ECON 202, ECON 203 and SMCT 303 as a graduation requirement. These courses may be repeated as necessary to meet this requirement, and the requirement applies to courses taken at TAMUG or offered for transfer from other institutions.

2. Students may satisfy the 9-credit hours of Life and Physical Science requirement through any combination of one, three or four credit hour courses.

3. Students are required to complete 21 credit hours of MARA electives that must include MARA 416 to satisfy the intensive writing requirement. Students should choose 6 hours from the following courses: ACCT 315, ACCT 316, ECON 311, ECON 323, ECON 452, MARA 342, MARA 401, MARA 402, MARA 418, MARA 424, MARA 435, MARA 450, MARA 480, MARA 470, MARA 476, MARA 484, MARA 485, MARA 489, MARA 491, MARA 493 and SMCT 330.

4. Choose 15 credit hours from the following graduate level MMAL elective courses: MARA 604, MARA 616, MARA 640, MARA 650, MARA 652, MARA 658, MARA 660, MARA 670, MARA 672, MARA 673, MARA 675, MARA 684, MARA 685, MARA 689, MARA 691, MARA 692, MARA 640, MARA 680, MARS 665, MARS 676.

5. Credit by examination given for MARA 460 and MARA 466.

6. Students must register for MARA 205 in their first semester at TAMUG.
### Detail Requirements

#### Program Evaluation

**Limitation**: Correspondence: No more than 12 hours of correspondence earned through an accredited institution may be used for an undergraduate degree.

**Limitation**: Combination: Maximum combination of 18 hours of 481, 482, 485 and/or 491 courses may be used for an undergraduate degree.

<table>
<thead>
<tr>
<th>Program:</th>
<th>[SV] BS MARA - 3+2 Program</th>
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<tr>
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<td>Expected Graduation Date:</td>
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#### Met Credits

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<tr>
<td>Program GPA</td>
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<tr>
<td>Overall GPA</td>
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<td>Other Course Information</td>
<td>Transfer</td>
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This is NOT an official evaluation.

#### Areas:
- Major Coursework (35.000 credits) - Not Met

#### Description:
Minimum 2.25 GPA required in Major Coursework.

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<th>High Required</th>
<th>Term Subject Course Title Attribute Credits</th>
<th>Courses</th>
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<tr>
<td>No A. ACCT 229 3hrs</td>
<td></td>
<td>Must make a grade of 'C' or better.</td>
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<tr>
<td>No AND B. ACCT 230 3hrs</td>
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<td>Must make a grade of 'C' or better.</td>
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<tr>
<td>No AND C. ECON 203 3hrs</td>
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<td>No AND D. SCMT 303 3hrs</td>
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<tr>
<td>No AND E. MARA 205 3hrs</td>
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<tr>
<td>No AND F. MARA 212 3hrs</td>
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<td>No AND G. MARA 250 2hrs</td>
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<td>No AND H. MARA 281 1hr</td>
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<td>No AND I. MARA 301 3hrs</td>
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<td>No AND J. MARA 304 3hrs</td>
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<td>No AND K. MARA 363 3hrs</td>
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<tr>
<td>No AND L. MARA 373 3hrs</td>
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Change to Fall 2017 Catalog previously approved.

unofficial evaluation

Area : Supporting Coursework (21.000 credits) - Not Met
Met Condition Rule Subject Attribute Low High Required Required Term Subject Course Title Attribute Credits Courses
No AND M. MARA 421 3hrs
No AND N. MARA 440 3hrs
No AND O. MARA 456 3hrs
Credit By Examination
No AND P. MGMT 481 1hr
No AND Q. MARA 623 3hrs
No AND R. MARA 624 3hrs
No AND S. MGMT 211 3hrs

Total Credits and GPA 0.000

unofficial evaluation

Area : Communication (6.000 credits) - Not Met
Met Condition Rule Subject Attribute Low High Required Required Term Subject Course Title Attribute Credits Courses
No A. Communication Requirement
No AND B. Directed Electives 18hrs
Select 18 hours from the following courses: ACCT 315, 316; ECON 311, 323, 452; SCNT 335; MARA 342, 401, 402, 424, 435, 450, 460, 470, 475, 484, 485, 488, 491, 493

Total Credits and GPA 0.000

unofficial evaluation

Area : Mathematics (6.000 credits) - Not Met
Met Condition Rule Subject Attribute Low High Required Required Term Subject Course Title Attribute Credits Courses
No A. MATH 141 3hrs
No AND B. MATH 142 3hrs

Total Credits and GPA 0.000

unofficial evaluation

Area : Life and Physical Sciences (9.000 credits) - Not Met
Met Condition Rule Subject Attribute Low High Required Required Term Subject Course Title Attribute Credits Courses
No A. Life/Physical Sciences 9hrs

No Change

unofficial evaluation

Area : Language, Philosophy & Culture (3.000 credits) - Not Met
Met  Condition Rule Subject Attribute Low High Required Required Term Subject Course Title Attribute Credits Courses
No   A.  Lang, Phil, Culture Req 3hrs
Select any course with the Language, Philosophy and Culture attribute [KLPC].

unofficial evaluation

Area : Creative Arts (3.000 credits) - Not Met
Met  Condition Rule Subject Attribute Low High Required Required Term Subject Course Title Attribute Credits Courses
No   A.  Creative Arts Requirement 3hrs
Select three hours from any course with the Creative Arts attribute [KCRA].

unofficial evaluation

Area : Social and Behavioral Science (3.000 credits) - Not Met
Met  Condition Rule Subject Attribute Low High Required Required Term Subject Course Title Attribute Credits Courses
No   A.  ECON 202 3hrs

unofficial evaluation

Area : Citizenship (12.000 credits) - Not Met
Met  Condition Rule Subject Attribute Low High Required Required Term Subject Course Title Attribute Credits Courses
No   A.  American History Reqmt 6hrs
Select 6 hours from any course with the [KHIS] attribute.
No   AND B.  Political Science Reqmt 6hrs
Take POLS 206 and POLS 207.

unofficial evaluation

Area : General Electives (6.000 credits) - Not Met
Met  Condition Rule Subject Attribute Low High Required Required Term Subject Course Title Attribute Credits Courses

unofficial evaluation

<table>
<thead>
<tr>
<th>Area</th>
<th>Work Not Applied - Met</th>
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<td>A. Courses not applied</td>
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unofficial evaluation

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<th>Area</th>
<th>University Writing Requirement - Not Met</th>
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<td>Condition Rule Subject Attribute Low High Required Required Term Subject Course Title Attribute Credits Courses</td>
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<td>A. Writing Requirement</td>
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<td>Select two courses with the Writing Requirement [LWRT] attribute.</td>
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unofficial evaluation

<table>
<thead>
<tr>
<th>Area</th>
<th>Int'l &amp; Cult Diversity - Not Met</th>
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<tr>
<td>Met</td>
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<tr>
<td>No</td>
<td>A. Int'l &amp; Cultural Diversity</td>
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<td>6 hours required. Select from courses with the International and Cultural Diversity attribute [UCDI].</td>
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unofficial evaluation

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<tr>
<td>No</td>
<td>A. Foreign Language Reqmt</td>
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<td>Complete one of the following:</td>
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<tr>
<td></td>
<td>1. Two years of the same foreign language in High School.</td>
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<tr>
<td></td>
<td>2. A two semester sequence of the same foreign language for University credit.</td>
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unofficial evaluation

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<th>Area</th>
<th>GPR-Major - Not Met</th>
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Total Credits and GPA 0.000

5/27/2016
### Description
Must have a minimum GPA of 2.25 must be maintained on all major field of study courses.

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A. Major GPA 2.25+

Includes ACCT 229, 230, 315, 316; ECON 203, 311, 323, 453; SCHM 203, 258; MARA 100, 499 & MARA 623, 624; MGMT 481.

Total Credits and GPA: unsanctioned evaluation

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### Area
Residence Requirement - Not Met

Description: Student must complete minimum of 36 hours of 300-400 level course work at Texas A&M University, 12 hours must be in field of stuc

<table>
<thead>
<tr>
<th>Met</th>
<th>Condition</th>
<th>Rule</th>
<th>Subject</th>
<th>Attribute</th>
<th>Low</th>
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A. Residence - Major 12hrs

No AND B. Residence 24hrs

Total Credits and GPA: unsanctioned evaluation

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**Back to Display Options**

[Print](#)
# Texas A & M Galveston
## Maritime Administration - Five Year Program Non-Thesis Option

### Catalog #

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<td>MARA 466 * Global Econ &amp; Env. Mgmt</td>
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</table>

### Comments:
1. Students may satisfy the 9 credit hour Life and Physical Science requirement through any combination of one, two or three credit hour courses.

2. The 6 hour communications electives requirement can be satisfied at TAMUG using COMM 223, ENGL 104 or ENGL 203.


5. Credit by examination given for MARA 466.

6. Students must register for MARA 205 their first semester at TAMUG.

### Legend:
- **T**: Credit by Transfer
- **CR**: Credit by Examination
- **Q**: Q-Drop
- **R**: Registered in Current Semester
- ***:** Courses requiring a grade of "C" or better
- ***:** Writing Intensive if Section 900 course

Revised: 01/20/2016
Texas A&M University
Request for a Change in Curriculum
Undergraduate • Graduate • Professional

1. Program request type:
   ☑ Undergraduate    ☑ Graduate    ☐ First Professional (e.g., DPM, EdD, MB, etc.)

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

3. Request submitted by (Department or Program Name):
   Department of Maritime Administration

4. (Program Designation and Name) (e.g., B.A. in History, Minor in History, Certificate in European Union):
   B.S. in Maritime Administration and MMAL: Masters in Maritime Administration and Logistics 3+2 Thesis

5. Brief description of change:
   To eliminate the one credit hour lab for MARA 205, Introduction to Ships and Shipping, and increase general electives by one credit hour.
   To require students enrolled in the Maritime Administration Major to register for MARA 205 their first semester at TAMUG.

6. Rationale for change:
   The curriculum for MARA 205 was changed to eliminate the requirement of a one credit hour lab. General electives are increased to fulfill degree program hours.
   MARA 205 establishes a foundation of knowledge essential for subsequent coursework in the MARA curriculum.

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

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

8. a. Will degree program hours change (increase/decrease) due to the proposed curriculum changes? ☐ Yes ☑ No
    b. If yes, degree program hours will change from: ________ to: ________
    c. If yes, is the Texas Higher Education Coordinating Board form attached? ☐ Yes ☑ No
       http://www.thecb.state.tx.us/index.cfm?objectid=A0FW7FA-9A92-4F11-2756AD31BBF01D60

9. If proposed changes affect other unit(s), are letters of support attached? ☐ Yes ☑ No

IMPORTANT NOTE: Curriculum changes submitted through the approval process and fully approved by February (December-UCC/GC, January-Faculty Senate, February-President) will be effective in the next academic year. Changes requiring approval beyond the University should complete the internal approval process early in the fall semester whenever possible in order to ensure timely implementation.

Approval recommended by:

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

Dean of College Date

Chair, College Review Committee Date

Questions regarding this form should be directed to Curricular Services at 845-8201 or sandra.williams@tamu.edu
Curricular Services - 04/14
Maritime Administration - 5-year bachelor of science/master of maritime administration and logistics

This program allows Maritime Administration (MARA) majors to enter the graduate program for a Master of Maritime Administration and Logistics at the beginning of their senior year, enabling students to receive their MARA undergraduate degree (B.S.) and a Master of Maritime Administration and Logistics (MMAL) graduate degree in five years.

Students admitted to the 5-year degree program will have completed 92 of the 120 hours of course work required to receive a bachelor's degree. These courses must include the specific prerequisites for a Bachelor of Science degree in Maritime Administration, as well as the required Texas A&M University core curriculum courses.

Maritime Administration majors who have at least a 3.25 GPA and who have taken all of their prerequisite courses and otherwise completed 62 hours by the fall of their fourth year will be eligible to apply for the 5-year program during their junior year. Applicants to the 5-year program will submit the same materials (including GMAT scores) as other MMAL applicants, and those whose records are judged to be competitive by the mid-January deadline will be admitted. Admission criteria will be the same as for other MMAL students.

Students who choose not to finish the MMAL degree after being admitted to the 5-year program may exit the program at any time. Completed MMAL courses will be applied to their bachelor's degree in Maritime Administration, as appropriate. Failure to complete the MMAL program will not affect the bachelor's degree in Maritime Administration when the requirements for that degree are completed. Those who pursue the joint program will receive both degrees upon completion of the entire 5-year program. Students will not graduate with a bachelor's degree in year four, but rather will earn both their Bachelor of Science and Master of Maritime Administration and Logistics at the end of year five.

Admitted students will be enrolled in Maritime Administration and Logistics graduate courses with an undergraduate classification (UJ) during the fall of their fourth year and will be re-classified as degree seeking master's students (GG) upon completing 107 credit hours. This will normally occur at the beginning of the spring semester of year four. Students will take a fewer undergraduate credit hours. Graduate courses taken in the fifth year program will be counted double, as credit towards their MMAL degree and as substitutes for MARA and free electives required for the bachelor's degree.

Students will be required to complete 38 graduate hours. The graduate hours will include 7 core courses (21 credits) in economics, management, operations and logistics with 16 credit hours of electives. The electives will be chosen according to the interest of the student inclusive of the Maritime Policy and Law track or the Shipping and Port Management track. Students will also take 21 hours of undergraduate level MARA electives that must include MARA 410 in order to satisfy the TAMU Interdisciplinary writing requirement.

### Program Requirements

<table>
<thead>
<tr>
<th>First Year</th>
<th>Semester</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>Fall</td>
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</tbody>
</table>
| MARA 205   | Introduction to Ships and Shipping | 3
| MATH 141   | Finite Mathematics | 3
| POLS 208   | American National Government | 3
| American history | | 3
| Spring     | Term Semester | Credit Hours |
| MARA 265   | Management Information Systems | 2
| MATH 142   | Business Calculus | 3
| American History | | 3
| Communication | | 3
| Life and physical sciences | | 5
| Second Year | Term Semester | Credit Hours |
| Fall       |          |              |
| ACCT 226   | Introductory Accounting | 3
| ECON 202   | Principles of Economics | 3
| MARA 301   | Ocean Transportation I | 3
| MGMT 211   | Legal and Social Environment of Business | 3
| Communication | | 3
| Spring     | Term Semester | Credit Hours |
| ACCT 226   | Introductory Accounting | 3
| ECON 202   | Principles of Economics | 3
| MARA 212   | Business Law | 3
| MARA 281   | Seminar in Undergraduate Research Methods | 1
| MARA 304   | Ocean Transportation II | 3
| POLS 207   | State and Local Government | 3
| Third Year | Term Semester | Credit Hours |
| Fall       |          |              |
| MARA 373   | Management Process | 3
| MGMT 303   | Statistical Methods | 3
| Elective in MARA | | 3
| Spring     | Term Semester | Credit Hours |
| MARA 440   | Global Economy and Enterprise Management | 3
| MGMT 481   | Seminar in Management | 1

*Changes to Fall 2017 catalog previously approved.*
### Creative Arts
- Language, philosophy and culture

### Elective in MARA 1, 3

<table>
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<tr>
<th>Term Semester Credit Hours</th>
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### Fourth Year

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<td>MARA 627 Marketing of Transportation Services</td>
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<td>MARA 638 Managerial Decision Making</td>
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<td>MARA 641 Financial Management in Marine Transportation</td>
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### Elective in MARA 1, 3
- Term Semester Credit Hours: 6

### Spring

| MARA 623 Economic Issues in Shipping | 3 |
| MARA 664 Production, Operations and Logistics Management | 3 |

### Elective in MARA 1, 3
- Term Semester Credit Hours: 9

### Fifth Year

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<td>General elective</td>
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</table>

### Spring

| MMAL elective 4 | 0 |
| MARA 610 International Strategic Planning and Implementation | 3 |

### Term Semester Credit Hours: 13

### Total Semester Credit Hours: 52

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All electives must be chosen in consultation with, and approved by, the student's academic advisor. Unless courses are specifically listed, see University Core Curriculum at http://core.tamu.edu/ for a listing of course options for Communication; Mathematics; Life and Physical Sciences; Language, Philosophy and Culture; Creative Arts; American History; Government and Political Sciences; and Social and Behavioral Sciences.

The 6-hour University Core Curriculum requirement for International and Cultural Diversity may be met with courses used to satisfy other degree requirements.

The total hours may be increased if the student is required to take remedial math, remedial English, foreign language or International and Cultural Diversity courses.

1 Indicates required courses in the Maritime Administration major. These courses will be used to compute the major GPR. At the time of graduation, a MARA major must have a GPR of at least 2.25 in their major. A MARA major must achieve a grade of "C" or better in ACCT 229, ACCT 230, ECON 202, ECON 203 and SCMT 303 as a graduation requirement. These courses may be repeated as necessary to meet this requirement, and the requirement applies to courses taken at TAMUG or offered for transfer from other institutions.

* Changes to Fall 2017 Catalog previously approved.

Students may satisfy the 9-credit hours of Life and Physical Science requirement through any combination of one, three or four credit hour courses.

Students are required to complete 21 credit hours of MARA electives that must include MARA 416 to satisfy the intensive writing requirement. Students should choose 5 hours from the following courses: ACCT 315, ACCT 316, ECON 311, ECON 323, ECON 482, MARA 342, MARA 401, MARA 402, MARA 416, MARA 424, MARA 435, MARA 450, MARA 470, MARA 475, MARA 484, MARA 485, MARA 486, MARA 491, MARA 493 and SCMT 336.

Choose 16 credit hours from the following graduate level MMAL elective courses: MARA 604, MARA 616, MARA 640, MARA 650, MARA 652, MARA 655, MARA 665, MARA 670, MARA 672, MARA 673, MARA 675, MARA 684, MARA 685, MARA 689, MARA 691, MARA 695, MARA 840, MARS 690, MARS 870.

Credit by examination given for MARA 485 and MARA 486.

Students must register for MARA 205 in their first semester at TAMUG.

6
Detail Requirements

Information for Degree Evaluation

This is NOT an official evaluation.

Program Evaluation

Limitation: Correspondence: No more than 12 hours of correspondence earned through an accredited institution may be used for an undergraduate degree.

Limitation: Combination: Maximum combination of 18 hours of 481, 482, 485 and/or 491 courses may be used for an undergraduate degree.

Program: BS MARA - 3 + 2 Program
Campus: Galveston
College: Galveston Campus
Degree: Bachelor of Science
Level: Undergraduate
Majors: Maritime Administration
Departments: Maritime Administration

Catalog Term: Fall 2016 - Galveston
Evaluation Term: Fall 2016 - Galveston
Expected Graduation Date:
Request Number:
Results as of:
May 27, 2016

Required Credits

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<td>Overall GPA: No 2.00</td>
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Other Course Information

Transfer:

This is NOT an official evaluation.

Area:

Major Coursework (53.000 credits) - Not Met
Minimum 2.25 GPA required in Major Coursework.

Condition Rule Subject Attribute Low High Required Term Subject Course Title Attribute Credits Courses

| No | A. | ACCT 229 3hrs Must make a grade of 'C' or better. |
| No | B. | ACCT 230 3hrs Must make a grade of 'C' or better. |
| No | C. | ECON 203 3hrs Must make a grade of 'C' or better. |
| No | D. | SCMT 303 3hrs Must make a grade of 'C' or better. |
| No | E. | MARA 205 3hrs |
| No | F. | MARA 212 3hrs |
| No | G. | MARA 250 2hrs |
| No | H. | MARA 281 1hr |
| No | I. | MARA 301 3hrs |
| No | J. | MARA 304 3hrs |
| No | K. | MARA 363 3hrs |
| No | L. | MARA 373 3hrs |

Change to 2017 Catalog previously approved.

### Area 1: Supporting Coursework (21.000 credits) - Not Met

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**Select 18 hours from the following courses:** ACCT 315, 316; ECON 311, 323, 452; SCHMT 335; MATH 342, 411, 402, 424, 435, 450, 460, 470, 475, 484, 485, 489, 491, 493

**Total Credits and GPA**

0.000

### Unofficial Evaluation

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**Area 2: Communication (6.000 credits) - Not Met**

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**Select 6 hours from any courses with the Communication attribute (KCOM).**

**Total Credits and GPA**

0.000

### Unofficial Evaluation

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**Area 3: Mathematics (6.000 credits) - Not Met**

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**Total Credits and GPA**

0.000

### Unofficial Evaluation

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**Area 4: Life and Physical Sciences (6.000 credits) - Not Met**

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**No Change**

https://compass-ssb.tamu.edu/pls/PROD/bwckcapp.P_VerifyDispEvalViewOption

5/27/2016
unofficial evaluation

**Area:** Language, Philosophy & Culture (3.000 credits) - Not Met

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<td>Lang, Phil, Culture Rqmt 3hrs</td>
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<td>Select any course with the Language, Philosophy and Culture attribute (KLPC).</td>
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unofficial evaluation

**Area:** Creative Arts (3.000 credits) - Not Met

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<td>Select three hours from any course with the Creative Arts attribute (KCRA).</td>
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unofficial evaluation

**Area:** Social and Behavioral Science (3.000 credits) - Not Met

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unofficial evaluation

**Area:** Citizenship (11.000 credits) - Not Met

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<td>American History Rqmt 6hrs</td>
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<td>Select 6 hours from any course with the [KHS] attribute.</td>
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<td>Political Science Rqmt 6hrs</td>
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<td>Take POLS 206 and POLS 207.</td>
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unofficial evaluation

**Area:** General Electives (4.000 credits) - Not Met

unofficial evaluation

Area: General Electives 4hrs
5 hours of coursework required. Must have advisor approval
(ENGL 103 and CAEN 001-003 are excluded.)

unofficial evaluation

Area: Work Not Applied - Met
Description: See advisor for acceptable substitutions.

unofficial evaluation

Area: University Writing Requirement - Not Met

unofficial evaluation

Area: Int'l & Cult Diversity - Not Met

unofficial evaluation

Area: Foreign Language - Not Met

unofficial evaluation

Area: GPR-Major - Not Met

Description: Must have a minimum GPA of 2.25 must be maintained on all major field of study courses.

<table>
<thead>
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<tr>
<td></td>
<td>Includes ACC 129, 230, 315, 316; ECON 203, 311, 323, 457; SCHM 303, 336; MARA 190-499 &amp; MARA 623, 624; MGMT 481.</td>
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</tbody>
</table>

Total Credits and GPA

unofficial evaluation

Area: Residence Requirement - Not Met

Description: Student must complete minimum of 36 hours of 300-400 level course work at Texas A&M University. 12 hours must be in field of study.

<table>
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<tr>
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</table>

Total Credits and GPA

unofficial evaluation

Back to Display Options

Print
# TEXAS A&M GALVESTON
## MARITIME ADMINISTRATION - FIVE YEAR PROGRAM THESIS OPTION

### NAME

### UIN

### Course Catalog

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<thead>
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<th>Course</th>
<th>CR</th>
<th>GR</th>
<th>Substitution</th>
<th>Req</th>
<th>Ini</th>
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<td>ECON 205 Microeconomic Principles</td>
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<td>MARS 301 Ocean Transportation I</td>
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<td>NSHT 303 Business Statistics</td>
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<td>Elective in Creative Arts</td>
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<td>Elective in MARS (must take MARS 416) to satisfy writing intensive requirement</td>
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<td>MARS 636 Mgmt Decision Making</td>
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<td>MARS 634 Prod. Op &amp; Logistic Mgmt</td>
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</table>

### Comments:

1. Students may satisfy the 9 credit hour life and physical science requirement through any combination of one, three or four credit hour courses.

2. The 6 hours communications elective requirements can be satisfied at TAMUG using COMM 203, ENGL 104 or ENGL 203.

3. Choose from MARS electives: ACCY 275, 316, ECON 211, 223, 352, SCMT 316, MARS 241, 303, 316, 402, 416, 435, 460, 475, 484, 498, 499, 491, 493


5. Credit by examination given for MARS 466

6. Students must register for MARS 205 their first semester at TAMUG

**Legend:**

- T - Credit by Transfer
- C - Credit by Examination
- Q - Q-Drop
- R - Registered in Current Semester

- * - Courses requiring a grade of "C" or better
- CT - Writing intensive if Section 600 course

Revised: 6/14/2016

C:\Users\kneal\AppData\Local\Windows\Temporary Internet Files\ContentDelivery\Dlroot\ZTJM\PM\HR+2 Program - Advising Sheet thesis 17-18
Special Consideration Items
New Program Request Form for Certificate Programs

Directions: An institution shall use this form to propose a new bachelor’s or master’s degree program. In completing the form, the institution should refer to the document Standards for Bachelor’s and Master’s Programs, which prescribes specific requirements for new degree programs. Note: This form requires signatures of (1) the Chief Executive Officer, certifying adequacy of funding for the new program; (2) a member of the Board of Regents (or designee), certifying Board approval; and (3) if applicable, a member of the Board of Regents or (designee), certifying that criteria have been met for staff-level approval. NOTE: Preliminary authority is required for all engineering programs. An institution that does not have preliminary authority for a proposed engineering program shall submit a separate request for preliminary authority prior to submitting the degree program request form. That request shall address criteria set in Coordinating Board rules Section 5.24 (a).

Administrative Information

1. Institution: Texas A&M University

2. Program Name – Show how the program would appear on the Coordinating Board’s program inventory (e.g., Bachelor of Business Administration degree with a major in Accounting): Certificate in Nuclear Securities

3. Proposed CIP Code: 1423010006

4. Brief Program Description – Describe the program and the educational objectives: This program focuses on providing students a solid understanding of the policy and technical aspects behind nuclear security, safeguards and nonproliferation. This multidisciplinary program has courses both in the Department of Nuclear Engineering and at the Bush School. Upon the completion of this program, students are uniquely qualified for positions in the federal government, national laboratories and at the International Atomic Energy Agency.
   
   Number of Semester Credit Hours Required: 12 credit hours

5. Administrative Unit – Identify where the program would fit within the organizational structure of the university (e.g., The Department of Electrical Engineering within the College of Engineering): The Department of Nuclear Engineering within the College of Engineering

6. Proposed Implementation Date – Report the first semester and year that students would enter the program: Spring 2017

7. Contact Person – Provide contact information for the person who can answer specific questions about the program:

   Name: Craig Marianno
   Title: Assistant Professor, Department of Nuclear Engineering and Deputy Director of Nuclear Security Science and Policy Institute
   E-mail: marianno@tamu.edu
   Phone: 979-845-7497

Revised 01.14.2014
Program request type: ☑ Undergraduate ☑ Graduate ☑ First Professional (e.g., DVM, JD, MD, etc.)

Requested by the Department or Unit of: Nuclear Engineering

**Program Type, Level, Designation, Title, Description, Hours**

Program Type: ☑ Certificate Program ☑ Degree Program
Program Level: ☑ UG Certificate ☑ Grad Certificate ☑ Bachelor ☑ Master ☑ Doctoral ☑ Professional
Degree Designation (i.e., BS, BA, MA, MS, MAg, MEd, PhD, EdD, etc.) MS, MENG, PhD
Title of proposed program: Nuclear Security
Proposed CIP Code (if known): 1423010006

Brief program description (provide a catalog description for undergraduate and graduate certificates):

This program focuses on providing students a solid understanding of the policy and technical aspects behind nuclear security, safeguards and nonproliferation. This multidisciplinary program has courses both in the Department of Nuclear Engineering and at the Bush School. Upon the completion of this program, students are uniquely qualified for positions in the federal government, national laboratories and at the International Atomic Energy Agency.

Minimum program semester credit hours (SCH) Certificates - 12 hours* Bachelors - 120 hours Masters - 30 hours

**12 hours minimum to appear on transcript

Proposed program hours: 12

Certificate Programs ☑ Embedded ☑ Standalone

Students take coursework that will result in a degree and certificate being earned at the same time. Non-degree seeking students take coursework to earn a certificate only (no degrees are awarded).

**Off-Campus or Distance Delivery**

% of Program a student can take off-campus or through Distance Education

<table>
<thead>
<tr>
<th>Distance Education</th>
<th>Program Start Date</th>
<th>SACSCOC Approval**</th>
<th>When Provost needs to inform SACSCOC</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ 25%</td>
<td></td>
<td>Notification Only</td>
<td>6 months before first day of program</td>
</tr>
<tr>
<td>☐ 50%</td>
<td></td>
<td>Approval Required</td>
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</tr>
<tr>
<td>☑ 75%</td>
<td>Spring 2017</td>
<td>Approval Required</td>
<td>6 months before first day of program</td>
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<tr>
<td>☐ 100%</td>
<td></td>
<td>Approval Required</td>
<td>6 months before first day of program</td>
</tr>
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</table>

**Notification letter arranged through the Vice Provost for Academic Affairs and sent by TAMU President.

**Program Delivery Mode**

☑ On-campus Location College Station, TX
☐ Broadcast / TTVN
☐ Specific off-campus location***
☐ Distance Education / Internet ☑ In-State ☑ Out-of-State Start Date Spring 2017
☐ Out-of-Country

Will this program be offered with another institution? ☑ Yes ☐ No If yes, contact the Vice Provost for Academic Affairs for additional reporting requirements.

***Is this an approved SACSCOC location? ☑ Yes ☐ No If no, a program prospectus must be sent to SACSCOC. Approved locations as of March 2012: TAMU-Galveston, TAMU-Qatar, University Center-The Woodlands, CityCentre-Houston, Dubai and Saudi Arabia.

**Program Funding**

Has program funding been finalized at the department or college level? ☑ Yes ☐ No
If no, explain or attach budget:

Will new costs for the first five years of the program be under $2 million? ☑ Yes ☐ No
If new costs exceed $2 million, coordinating board approval is required.
Submitted by (Contact Person):
Craig Marianno
Name
Assistant Professor, Department of Nuclear Engineering and
Deputy Director of Nuclear Security and Policy Institute
Title
marianno@tamu.edu
Email
979-845-6093
Phone

Certification Statement
By signing below, the Dean of the College certifies the proposed program complies with coordinating board standards. If the program is delivered through Distance Education, the Dean of the College certifies that they are following the Principles of Good Practice for Academic Degree and Certificate Programs and Credit Courses Offered Electronically.

Signature, Department Head or Interdisciplinary Program Chair
Yassir A. Hassan, Department Head
Date

Typed or Printed Name

Chair, College Review Committee
Date

Dean of College
Date

Chair, University Curriculum Committee or Graduate Council
Date

Additional Approvals Required: Faculty Senate and President.

Signature, Department Head or Interdisciplinary Program Chair (if joint program)
Date

Typed or Printed Name

Chair, College Review Committee
Date

Dean of College
Date

Chair, University Curriculum Committee or Graduate Council
Date
Program Information

I. Need

Note: Complete I.A and I.B only if preliminary authority for the program was granted more than four years ago. This includes programs for which the institution was granted broad preliminary authority for the discipline.

A. Job Market Need – Provide short- and long-term evidence of the need for graduates in the job market.

The need was determined based on our interactions with our federal sponsors and international colleagues. The need for such a program so important to the National Nuclear Security Administration’s (NNSA) Office of Radiological Security sponsored Texas A&M, Penn State and MIT to develop a Nuclear Security curriculum that would be taught at all three schools and be transferable to other universities. In addition, the Department of Nuclear Engineering (NUEN) through the Nuclear Security Science and Policy Institute (NSSPI) is a member of the International Atomic Energy Agency’s (IAEA) International Nuclear Security Education Network (INSEN). We are supporting this network by providing teaching material, textbook editing and modules that are being used in Masters of Science program specifically for Nuclear security. Our students have gone on to work for national labs, federal agencies, the IAEA and several branches within the Department of Defense. Our students all always in demand and we continue to get calls for students who have strong technical backgrounds with policy experience. The proposed certificate program would benefit our students.

B. Student Demand – Provide short- and long-term evidence of demand for the program.

NSSPI provides students that have both a technical and policy education. Since NSSPI creation in 2006 we have graduated 50 PhD, 35 Masters from NUEN. Also since 2006, the Bush School has had over 50 students take our classes. Our classes have always been in high demand.

As a subspecialty in Nuclear Engineering, we enroll 5 – 10 new graduate students per year.

C. Enrollment Projections – Use this table to show the estimated cumulative headcount and full-time student equivalent (FTSE) enrollment for the first five years of the program. (Include majors only and consider attrition and graduation.)

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<thead>
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<th>YEAR</th>
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</table>

Revised 01.14.2014
II. Quality

A. Certificate and Degree Requirements – Use this table to show the certificate and degree requirements of the program. (Modify the table as needed; if necessary, replicate the table for more than one option.)

<table>
<thead>
<tr>
<th>Category</th>
<th>Semester Credit Hours</th>
</tr>
</thead>
</table>
| General Education Core Curriculum  
(bachelor's degree only)                                     |                       |
| Required Courses                                           | 12 hours              |
| Prescribed Electives                                       |                       |
| Free Electives                                             |                       |
| Other (Specify, e.g., internships, clinical work)           | (if not included above) |
| TOTAL                                                      | 12 hours              |

B. Curriculum – Use these tables to identify the required courses and prescribed electives of the program, and curriculum as it will appear in the undergraduate and graduate catalog. Note with an asterisk (*) courses that would be added if the program is approved. (Add and delete rows as needed. If applicable, replicate the tables for different tracks/options as shown in the undergraduate catalog.)

<table>
<thead>
<tr>
<th>Prefix and Number</th>
<th>Required Courses</th>
<th>SCH</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUEN 451</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>NUEN 650</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>NUEN 651</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>INTA 669</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>NUEN 605</td>
<td></td>
<td>3</td>
</tr>
</tbody>
</table>

*Take 4 out of 5 of the above required courses.
C. **Faculty** — Use these tables to provide information about Core and Support faculty. Add an asterisk (*) before the name of the individual who will have direct administrative responsibilities for the program. (*Add and delete rows as needed.*)

<table>
<thead>
<tr>
<th>Name of Core Faculty and Faculty Rank</th>
<th>Highest Degree and Awarding Institution</th>
<th>Courses Assigned in Program</th>
<th>% Time Assigned to Program</th>
</tr>
</thead>
<tbody>
<tr>
<td><em>Marianno, Craig</em>&lt;br&gt;Asst. Professor</td>
<td>Ph.D. in Radiation Health Physics; Oregon State University</td>
<td>NUEN 650&lt;br&gt;NUEN 451&lt;br&gt;NUEN 605</td>
<td>60%</td>
</tr>
<tr>
<td>Chirayath, Sunil&lt;br&gt;TEES Research Professor</td>
<td>Ph.D. in Physics; University of Madras, India</td>
<td>NUEN 651&lt;br&gt;NUEN 650</td>
<td>25%</td>
</tr>
<tr>
<td>MacNamee, Richard&lt;br&gt;Lecturer</td>
<td>MS. City and Guilds of London Institute; London, England</td>
<td>ISEN 616&lt;br&gt;ISEN 614&lt;br&gt;ISBN 613</td>
<td>25%</td>
</tr>
</tbody>
</table>

D. **Students** — Describe general recruitment efforts and admission requirements. How will students be accepted into the program? In accordance with the institution’s Uniform Recruitment and Retention Strategy, describe plans to recruit, retain, and graduate students from underrepresented groups for the program.

The Nuclear Security Science and Policy Institute (NSSPI) has been an established center within TEES since 2006. Since its inception we have graduated more than 70 masters and PhD students. We have an established publication record as well. Due to our success we have been able to consistently attract students both from TAMU and other peer institutions. Proactive students will follow the normal NUEN degree program admission process. Traditionally during the admissions process students request being admitted under the non-proliferation specialty under the NUEN graduate program.

E. **Library** — Provide the library director’s assessment of library resources necessary for the program. Describe plans to build the library holdings to support the program.

No special library resources are required.

F. **Facilities and Equipment** — Describe the availability and adequacy of facilities and equipment to support the program. Describe plans for facility and equipment improvements/additions.

The current program already has research and instructional laboratory faculties to support the program. Equipment and resources are continually acquired through research activities. These are also used to support educational efforts.

*Revised 01.14.2014*
G. **Accreditation** – If the discipline has a national accrediting body, describe plans to obtain accreditation or provide a rationale for not pursuing accreditation.

No.

H. **Evaluation** – Describe the evaluation process that will be used to assess the quality and effectiveness of the new degree program.

The quality and effectiveness of our program will be provided through student feedback and internal peer evaluation. Upon completion of the program students will be given a survey on how their courses and research have prepared them for their careers. Annually, PICA course evaluations will be revived by the NSSPI director to evaluate the course and instructor effectiveness. We continue to get feedback of our students from their employers. We will continue taking this feedback from these employers to improve our program.

I. **Administrative of Program** – Describe how the program will be administered. Where will the program be administered (i.e., department, college)?

The NUEN Department will administer the program.

### III. Costs and Funding

**Five-Year Costs and Funding Sources** - Use this table to show five-year costs and sources of funding for the program.

<table>
<thead>
<tr>
<th>Five-Year Costs</th>
<th>Five-Year Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel¹</td>
<td>Reallocated Funds</td>
</tr>
<tr>
<td>Facilities and Equipment</td>
<td>Anticipated New Formula</td>
</tr>
<tr>
<td>Special Item Funding</td>
<td>Funding ³</td>
</tr>
<tr>
<td>Library, Supplies, and Materials</td>
<td>$0</td>
</tr>
<tr>
<td>Other²</td>
<td>Special Item Funding</td>
</tr>
<tr>
<td>Total Costs</td>
<td>$0</td>
</tr>
</tbody>
</table>

1. Report costs for new faculty hires, graduate assistants, and technical support personnel. For new faculty, prorate individual salaries as a percentage of the time assigned to the program. If existing faculty will contribute to program, include costs necessary to maintain existing programs (e.g., cost of adjunct to cover courses previously taught by faculty who would teach in new program).
2. Specify other costs here (e.g., administrative costs, travel).
3. Indicate formula funding for students new to the institution because of the program; formula funding should be included only for years three through five of the program and should reflect enrollment projections for years three through five.
4. Report other sources of funding here. In-hand grants, “likely” future grants, and designated tuition and fees can be included.

*Revised 01.14.2014*
Signature Page

1. Adequacy of Funding – The chief executive officer shall sign the following statement:

   I certify that the institution has adequate funds to cover the costs of the new program. Furthermore, the new program will not reduce the effectiveness or quality of existing programs at the institution.

   ___________________________  ___________________________
   Chief Executive Officer            Date

2. Board of Regents or Designee Approval – A member of the Board of Regents or designee shall sign the following statement:

   On behalf of the Board of Regents, I approve the program.

   ___________________________  ___________________________
   Board of Regents (Designee)          Date of Approval

3. Board of Regents Certification of Criteria for Commissioner of Assistant Commissioner Approval – For a program to be approved by the Commissioner or the Assistant Commissioner for Academic Affairs and Research, the Board of Regents or designee must certify that the new program meets the eight criteria under TAC Section 5.50 (b): The criteria stipulate that the program shall:

   (1) be within the institution’s current Table of Programs;
   (2) have a curriculum, faculty, resources, support services, and other components of a degree program that are comparable to those of high quality programs in the same or similar disciplines at other institutions;
   (3) have sufficient clinical or in-service sites, if applicable, to support the program;
   (4) be consistent with the standards of the Commission of Colleges of the Southern Association of Colleges and Schools and, if applicable, with the standards or discipline-specific accrediting agencies and licensing agencies;
   (5) attract students on a long-term basis and produce graduates who would have opportunities for employment; or the program is appropriate for the development of a well-rounded array of basic baccalaureate degree programs at the institution;
   (6) not unnecessarily duplicate existing programs at other institutions;
   (7) not be dependent on future Special Item funding
   (8) have new five-year costs that would not exceed $2 million.

   On behalf of the Board of Regents, I certify that the new program meets the criteria specified under TAC Section 5.50 (b).

   ___________________________  ___________________________
   Board of Regents (Designee)          Date

Revised 01.14.2014
To: TAMU Graduate Curriculum Committee
From: Dr. Likith Reddy, Associate Professor and Program Director, Oral & Maxillofacial Surgery
Through: Dr. Larry Bellinger, Associate Dean, Research & Graduate Studies
On behalf of the College of Dentistry Graduate Curriculum Committee
Through: Dr. Lawrence Wolinsky, Dean, College of Dentistry
Date: August 5, 2016
Re: Requested Name Change of Oral and Maxillofacial Surgery Certificate

I am requesting your assistance with an issue that has come up with the program naming on the Certificates of our recent (and future) graduates from the Department of Oral and Maxillofacial Surgery.

This four- to six-year program was approved in 1966 by the Commission on Dental Accreditation (CODA), which is a dental graduate program oversight organization under the Department of Education. The CODA name of our graduate program in question is ‘Oral and Maxillofacial Surgery’.

The DOE CIP for our program is 51.0507 and is listed as Oral/Maxillofacial Surgery. The Texas Higher Education Board (THECB) also uses Oral/Maxillofacial Surgery (http://www.txhighereddata.org/Interactive/CIP/).

The College of Dentistry has always put “Oral and Maxillofacial Surgery” on the students’ Certificates as that is the CODA definition of the program. An issue arose from the TAMU Registrar Office when they printed the Certificates as “Maxillofacial Surgery”. The Registrar used this name because the THECB inventory showed the program as Maxillofacial Surgery. The inventory name is incorrect according to CODA and the CIP used by the Department of Education and the THECB. We noted in the past that “Oral” was left off of the inventory name and thought it was just an abbreviation of the correct CIP name. Before the College of Dentistry joined the University and we printed our own Certificates, we simply put the correct CODA name on the Certificates when we had them printed. The Registrar’s Office informed us they must use the name of the Certificate exactly as it appears on the THECB inventory.

Therefore, we are requesting that the THECB inventory name “Maxillofacial Surgery” be changed to correctly reflect the CODA-approved name of our program, “Oral and Maxillofacial Surgery”.

Should you have any questions or require additional information, please contact Kim Luttmann, in the Department of Research and Graduate Studies at 214-828-8182 or by email at kluttmann@bcd.tamhsc.edu.

Attachment: THECB Existing Degree Program Title Change Request
Texas Higher Education Coordinating Board

Existing Degree Program
Title Change Request

Directions: Complete this form to request a change to the title (name) of an existing degree program. The degree program must already be on an institution's program inventory. A degree program title consists of the following two parts:

1) degree designation, such as Bachelor of Science (BS), Master of Arts (MA), or Doctor of Philosophy (PhD); and,
2) name of the discipline, such as History, Mechanical Engineering, or Zoology.

NOTE: This form requires the signature of the Provost or Chief Academic Officer.

Submit the Degree Program Title Change Request via the Online Submission Portal: https://www1.thecb.state.tx.us/apps/proposals/

Information: Contact the Division of Academic Quality and Workforce at 512/427-6200.

Administrative Information

1. Institution:

Texas A&M University

Note: This change effects the Program Inventory of Texas A&M University and the Texas A&M University Health Science Center. The Certificate program is under the College of Dentistry.

2. Current Degree Program Title – Show how the program appears on the Coordinating Board's approval letter (e.g., Bachelor of Business Administration degree with a major in Accounting):

Certificate in Maxillofacial Surgery

3. Degree Program CIP Code:

51.0507

4. Contact Person: Provide contact information for the person who can answer specific questions about the degree program.

Name: Dr. Larry L. Bellinger
Title: Associate Dean, Research & Graduate Studies
E-mail: lbellinger@bcd.tamhsc.edu
Phone: 214.828.8322
Request Change in Name of Discipline (e.g., History, Mechanical Engineering, or Zoology)

Current Name: Maxillofacial Surgery

Proposed Name: Oral & Maxillofacial Surgery

Implementation Date (MM/DD/YYYY): 06/01/2017

Reason for Change:
Describe why this change would be beneficial to students and/or the program.

The name “Oral & Maxillofacial Surgery” better reflects the full content of the material presented in this Certificate program. This name is consistent with the subject title of the current CIP Code of 51.0507. Additionally, it is important that our students be awarded a Certificate in Oral & Maxillofacial Surgery in order to match the specialty name that was approved by CODA (Council on Dental Accreditation) in 1966 when the program was first approved and therefore should be displayed on all Certificates awarded under that specialty.

Signature of Compliance

I hereby certify that all of the above changes have been approved in accordance with the procedures required by my institution, system office, and Board of Regents, as applicable.

______________________________    __________________________
Provost/Chief Academic Officer    Date
Texas A&M University
New Certificate, Bachelors, Masters, or Doctoral Program
Undergraduate • Graduate • Professional
• Proposal Checklist •

Program request type: ☐ Undergraduate ☒ Graduate ☐ First Professional (ex., DVM, JD, MD, etc.)
Requested by the Department or Unit of: Agricultural Leadership, Education, and Communications

Program Type, Level, Designation, Title, Description, Hours

Program Type: ☒ Certificate Program ☐ Degree Program
Program Level: ☐ UG Certificate ☒ Grad Certificate ☐ Bachelor ☐ Master ☐ Doctoral ☐ Professional
Degree Designation (i.e., BS, BA, MA, MS, MAg, MEd, PhD, EdD, etc.) MS, MEd, MAg, PhD, EdD
Title of proposed program: Certificate in Extension Education
Proposed CIP Code (if known): 01.0801

Brief program description (provide a catalog description for undergraduate and graduate certificates):
The Certificate in Extension Education is an innovative program designed to prepare students with the unique knowledge and skills required to apply Extension education theory and put into practice these theories at any level in an organization. Students will gain a substantive foundation of Extension education theory, with the instructional focus on community situations and how to apply theories to all community situations.

Minimum program semester credit hours (SCH) Certificates - 12 hours* Bachelors - 120 hours Masters - 30 hours
Proposed program hours: 14

*12 hours minimum to appear on transcript

Certificate Programs ☒ Embedded ☐ Standalone
Students take coursework that will result in a degree and certificate being earned at the same time.
Non-degree seeking students take coursework to earn a certificate only (no degrees are awarded).

Off-Campus or Distance Delivery
% of Program a student can take off-campus or through Distance Education Program Start Date SACSCOC Approval** When Provost needs to inform SACSCOC
☐ 25% ☐ 50% ☒ 80% ☐ 100% Fall 2017 Notification Only Approval Required Approval Required Approval Required 6 months before first day of program 6 months before first day of program 6 months before first day of program

**Notification letter arranged through the Vice Provost for Academic Affairs and sent by TAMU President.

Program Delivery Mode

Location
 ☒ On-campus Texas A&M University, College Station Campus
 ☐ Broadcast / TTVN
 ☐ Specific off-campus location***
 ☐ Distance Education / Internet ☒ In-State ☒ Out-of-State Start Date Fall 2017
 ☐ Out-of-Country Will this program be offered with another institution? ☐ Yes ☒ No
If yes, contact the Vice Provost for Academic Affairs for additional reporting requirements.

***Is this an approved SACSCOC location? ☐ Yes ☐ No If no, a program prospectus must be sent to SACSCOC. Approved locations as of March 2012: TAMU-Galveston, TAMU-Qatar, University Center-The Woodlands, CityCentre-Houston, Dubai and Saudi Arabia.
Texas A&M University
New Certificate, Bachelors, Masters, or Doctoral Program
Undergraduate • Graduate • Professional
• Proposal Checklist •

Program Funding
Has program funding been finalized at the department or college level? ☑ Yes ☐ No
If no, explain or attach budget: _____________________________

Will new costs for the first five years of the program be under $2 million? ☑ Yes ☐ No
If new costs exceed $2 million, coordinating board approval is required.

Submitted by (Contact Person):

Scott Cummings
Name
Professor
Title

s-cummings@tamu.edu
Email
979-847-9388
Phone

Certification Statement
By signing below, the Dean of the College certifies the proposed program complies with coordinating board standards. If the program is delivered through Distance Education, the Dean of the College certifies that they are following the Principles of Good Practice for Academic Degree and Certificate Programs and Credit Courses Offered Electronically.

Additional approvals required: Faculty Senate and President.

Signature, Department Head or Interdisciplinary Program Chair
John P. Elliott
Typed or Printed Name
Chair, College Review Committee
Date
Dean of College
Date
Chair, University Curriculum Committee or Graduate Council
Date

Signature, Department Head or Interdisciplinary Program Chair (if joint program)
Date

Typed or Printed Name
Chair, College Review Committee
Date
Dean of College
Date
Chair, University Curriculum Committee or Graduate Council
Date
New Program Request Form for Certificate Programs

Directions: An institution shall use this form to propose a new bachelor's or master's degree program. In completing the form, the institution should refer to the document Standards for Bachelor's and Master's Programs, which prescribes specific requirements for new degree programs. Note: This form requires signatures of (1) the Chief Executive Officer, certifying adequacy of funding for the new program; (2) a member of the Board of Regents (or designee), certifying Board approval, and (3) if applicable, a member of the Board of Regents or (designee), certifying that criteria have been met for staff-level approval. NOTE: Preliminary authority is required for all engineering programs. An institution that does not have preliminary authority for a proposed engineering program shall submit a separate request for preliminary authority prior to submitting the degree program request form. That request shall address criteria set in Coordinating Board rules Section 5.24 (a).

Administrative Information

1. Institution: Texas A&M University

2. Program Name — Show how the program would appear on the Coordinating Board's program inventory (e.g., Bachelor of Business Administration degree with a major in Accounting):
   Certificate in Extension Education

3. Proposed CIP Code: 01.0801

4. Brief Program Description — Describe the program and the educational objectives:
   The Certificate in Extension Education is an innovative program designed to prepare students with the unique knowledge and skills required to apply Extension education theory and put into practice these theories at any level in an organization. Students will gain a substantive foundation of Extension education theory, with the instructional focus on community situations and how to apply theories to all community situations. This program is offered using asynchronous delivery methods, students may complete courses from their own computer, providing flexibility for students to take courses in the manner that best fits their schedule. The courses are also offered face to face on campus, providing students with additional options, and a comparison group for programmatic assessment.

Number of Semester Credit Hours Required: 14 hours

5. Administrative Unit — Identify where the program would fit within the organizational structure of the university (e.g., The Department of Electrical Engineering within the College of Engineering):
   Department of Agricultural Leadership, Education, and Communications

6. Proposed Implementation Date — Report the first semester and year that students would enter the program:
   Fall semester of academic year 2016-2017

7. Contact Person — Provide contact information for the person who can answer specific questions about the program:

   Name: Scott Cummings
   Title: Professor and Extension Specialist
   E-mail: s-cummings@tamu.edu
   Phone: 979-847-9388

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Program Information

I. Need

Note: Complete I.A and I.B only if preliminary authority for the program was granted more than four years ago. This includes programs for which the institution was granted broad preliminary authority for the discipline.

A. Job Market Need – Provide short- and long-term evidence of the need for graduates in the job market. All new county extension faculty members in Texas are required to earn a master’s degree within seven years of their employment.Extension is a constantly changing field, so it is imperative that the individual continue to learn and devote time to personal and professional development.

B. Student Demand – Provide short- and long-term evidence of demand for the program. Providing an opportunity for those seeking graduate degrees to complete courses in a certificate will allow them to gain substantive foundation of Extension education theory, with the instructional focus on community situations.

C. Enrollment Projections – Use this table to show the estimated cumulative headcount and full-time student equivalent (FTSE) enrollment for the first five years of the program. (Include majors only and consider attrition and graduation.)

<table>
<thead>
<tr>
<th>YEAR</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Headcount</td>
<td>3</td>
<td>5</td>
<td>8</td>
<td>10</td>
<td>12</td>
</tr>
<tr>
<td>FTSE</td>
<td>2</td>
<td>3</td>
<td>5</td>
<td>7</td>
<td>8</td>
</tr>
</tbody>
</table>

II. Quality

A. Certificate and Degree Requirements – Use this table to show the certificate and degree requirements of the program. (Modify the table as needed; if necessary, replicate the table for more than one option.)

<table>
<thead>
<tr>
<th>Category</th>
<th>Semester Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Education Core Curriculum (bachelor’s degree only)</td>
<td>0</td>
</tr>
<tr>
<td>Required Courses</td>
<td>11</td>
</tr>
<tr>
<td>Prescribed Electives</td>
<td>3</td>
</tr>
<tr>
<td>Free Electives</td>
<td>0</td>
</tr>
<tr>
<td>Other (Specify, e.g., internships, clinical work) (if not included above)</td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td>14</td>
</tr>
</tbody>
</table>

Revised 01.14.2014
The program requires a capstone experience to solidify skills and enhance the graduate experience. The Capstone Experience will be tailored to individual student needs in consultation with the committee chair, graduate committee, and certificate committee. Examples of appropriate activities include, but are not limited to the development of an educational program to address a critical issue or need within Extension, development of a new innovation or strategic initiative for Extension, or any other effort that would enhance the student experience while being important to Extension.

B. Curriculum – Use these tables to identify the required courses and prescribed electives of the program, and curriculum as it will appear in the undergraduate and graduate catalog. Note with an asterisk (*) courses that would be added if the program is approved. (Add and delete rows as needed. If applicable, replicate the tables for different tracks/options as shown in the undergraduate catalog.)

**Courses Required for Certificate – 11 hours (9 hours coursework, plus capstone course)**

<table>
<thead>
<tr>
<th>Prefix and Number</th>
<th>Required Courses</th>
<th>SCH</th>
</tr>
</thead>
<tbody>
<tr>
<td>ALEC 610</td>
<td>Principles of Adult Education</td>
<td>3</td>
</tr>
<tr>
<td>ALEC 623 OR ALEC 625</td>
<td>Survey Evaluation Strategies for Agriculture OR Program Evaluation and Organizational Accountability</td>
<td>3</td>
</tr>
<tr>
<td>ALEC 631</td>
<td>Development and Planning of Community Education Programs</td>
<td>3</td>
</tr>
<tr>
<td>ALEC 685</td>
<td>Directed Studies (Capstone Experience)</td>
<td>2</td>
</tr>
</tbody>
</table>

Choose 3 hours from the following:

<table>
<thead>
<tr>
<th>Prefix and Number</th>
<th>Prescribed Elective Courses</th>
<th>SCH</th>
</tr>
</thead>
<tbody>
<tr>
<td>ALEC 603</td>
<td>Experiential Learning</td>
<td>3</td>
</tr>
<tr>
<td>ALEC 608</td>
<td>Leadership of Volunteers</td>
<td>3</td>
</tr>
<tr>
<td>ALEC 609</td>
<td>Learning Organizations</td>
<td>3</td>
</tr>
<tr>
<td>*ALEC 623</td>
<td>Survey of Evaluation Strategies for Agriculture</td>
<td>3</td>
</tr>
<tr>
<td>*ALEC 625</td>
<td>Program Evaluation and Organizational Accountability</td>
<td>3</td>
</tr>
<tr>
<td>ALEC 630</td>
<td>Guidance and Counseling for Rural Youth</td>
<td>3</td>
</tr>
<tr>
<td>ALEC 640</td>
<td>Methods of Technological Change</td>
<td>3</td>
</tr>
</tbody>
</table>

*Courses may not count in more than one category.

C. Faculty – Use these tables to provide information about Core and Support faculty. Add an asterisk (*) before the name of the individual who will have direct administrative responsibilities for the program. (Add and delete rows as needed.)

<table>
<thead>
<tr>
<th>Name of Core Faculty and Faculty Rank</th>
<th>Highest Degree and Awarding Institution</th>
<th>Courses Assigned in Program</th>
<th>% Time Assigned To Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>David Robertson, Assistant Professor</td>
<td>PhD in Molecular Genetics, University of Texas, Dallas</td>
<td>MG200, MG285, MG824 (Only)</td>
<td>50%</td>
</tr>
<tr>
<td>*Scott Cummings</td>
<td>DrPH in Public Health, University of Texas School of Public Health</td>
<td>ALEC 631</td>
<td>1.25%</td>
</tr>
</tbody>
</table>

Revised 01.14.2014
<table>
<thead>
<tr>
<th>Name</th>
<th>Highest Degree and Awarding Institution</th>
<th>Courses Assigned in Program</th>
<th>% Time Assigned To Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gary Wingenbach</td>
<td>PhD in Agricultural Education at Iowa State University</td>
<td>ALEC 610</td>
<td>1.25%</td>
</tr>
<tr>
<td>Theresa Murphy</td>
<td>PhD in Agricultural Education at Texas A&amp;M University</td>
<td>ALEC 623 and ALEC 640</td>
<td>1.25%</td>
</tr>
<tr>
<td>Chanda Elbert</td>
<td>PhD in Agricultural and Extension Education at The Pennsylvania State University</td>
<td>ALEC 625</td>
<td>1.25%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name</th>
<th>Highest Degree and Awarding Institution</th>
<th>Courses Assigned in Program</th>
<th>% Time Assigned To Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tim Murphy</td>
<td>PhD in Agricultural Education at Texas A&amp;M University</td>
<td>ALEC 603</td>
<td>1.25%</td>
</tr>
<tr>
<td>Barry Boyd</td>
<td>PhD in Agricultural Education at Texas A&amp;M University</td>
<td>ALEC 608</td>
<td>1.25%</td>
</tr>
<tr>
<td>Lori Moore</td>
<td>PhD in Agricultural Education at University of Florida</td>
<td>ALEC 609</td>
<td>1.25%</td>
</tr>
<tr>
<td>Julie Harlin</td>
<td>PhD in Agricultural Education at Oklahoma State University</td>
<td>ALEC 630</td>
<td>1.25%</td>
</tr>
</tbody>
</table>

D. **Students** — Describe general recruitment efforts and admission requirements. How will students be accepted into the program? In accordance with the institution’s Uniform Recruitment and Retention Strategy, describe plans to recruit, retain, and graduate students from underrepresented groups for the program.

*Students will be recruited through faculty engagement at conferences, mailouts, emails, and extension events/conventions.*

E. **Library** — Provide the library director’s assessment of library resources necessary for the program. Describe plans to build the library holdings to support the program.

*Because all these courses are currently taught, there should be no additional library resources required for the certificate program.*

F. **Facilities and Equipment** — Describe the availability and adequacy of facilities and equipment to support the program. Describe plans for facility and equipment improvements/additions.

*Because all these courses are currently taught, there should be no additional facility or equipment improvements/additions needed for the certificate program.*

G. **Accreditation** — If the discipline has a national accrediting body, describe plans to obtain accreditation or provide a rationale for not pursuing accreditation.

*N/A*
H. Evaluation -- Describe the evaluation process that will be used to assess the quality and effectiveness of the new degree program.

Graduates obtaining the certificate will be asked to participate in qualitative and quantitative assessments to determine the effectiveness of the certificate program. These include follow up interviews, online surveys, and student evaluations of the courses in the program.

I. Administration of Program -- Describe how the program will be administered. Where will the program be administered (i.e., department, college)?

The program will be administered out of the Department of Agricultural Leadership, Education, and Communications.

III. Costs and Funding

Five-Year Costs and Funding Sources - Use this table to show five-year costs and sources of funding for the program.

Because the courses are currently taught, there is no additional cost or funding associated to offer this certificate.

<table>
<thead>
<tr>
<th>Five-Year Costs</th>
<th>Five-Year Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel^1</td>
<td>$0</td>
</tr>
<tr>
<td>Facilities and Equipment</td>
<td>$0</td>
</tr>
<tr>
<td>Library, Supplies, and</td>
<td>$0</td>
</tr>
<tr>
<td>Materials</td>
<td>Other^2</td>
</tr>
<tr>
<td>Other^2</td>
<td>Total Costs</td>
</tr>
</tbody>
</table>

1. Report costs for new faculty hires, graduate assistants, and technical support personnel. For new faculty, prorate individual salaries as a percentage of the time assigned to the program. If existing faculty will contribute to program, include costs necessary to maintain existing programs (e.g., cost of adjunct to cover courses previously taught by faculty who would teach in new program).
2. Specify other costs here (e.g., administrative costs, travel).
3. Indicate formula funding for students new to the institution because of the program. Formula funding should be included only for years three through five of the program and should reflect enrollment projections for years three through five.
4. Report other sources of funding here. In-kind grants, "likely" future grants, and designated tuition and fees can be included.
# Signature Page

1. **Adequacy of Funding** — The chief executive officer shall sign the following statement:

   *I certify that the institution has adequate funds to cover the costs of the new program. Furthermore, the new program will not reduce the effectiveness or quality of existing programs at the institution.*

   __________________________       __________________________
   Chief Executive Officer       Date

2. **Board of Regents or Designee Approval** — A member of the Board of Regents or designee shall sign the following statement:

   *On behalf of the Board of Regents, I approve the program.*

   __________________________       __________________________
   Board of Regents (Designee)       Date of Approval

3. **Board of Regents Certification of Criteria for Commissioner of Assistant Commissioner Approval** — For a program to be approved by the Commissioner or the Assistant Commissioner for Academic Affairs and Research, the Board of Regents or designee must certify that the new program meets the eight criteria under TAC Section 5.50 (b): The criteria stipulate that the program shall:

   1. be within the institution’s current Table of Programs;
   2. have a curriculum, faculty, resources, support services, and other components of a degree program that are comparable to those of high quality programs in the same or similar disciplines at other institutions;
   3. have sufficient clinical or in-service sites, if applicable, to support the program;
   4. be consistent with the standards of the Commission of Colleges of the Southern Association of Colleges and Schools and, if applicable, with the standards or discipline-specific accrediting agencies and licensing agencies;
   5. attract students on a long-term basis and produce graduates who would have opportunities for employment; or the program is appropriate for the development of a well-rounded array of basic baccalaureate degree programs at the institution;
   6. not unnecessarily duplicate existing programs at other institutions;
   7. not be dependent on future Special Item funding
   8. have new five-year costs that would not exceed $2 million.

   *On behalf of the Board of Regents, I certify that the new program meets the criteria specified under TAC Section 5.50 (b).*

   __________________________       __________________________
   Board of Regents (Designee)       Date

*Revised 01.14.2014*
Texas A&M University
New Certificate, Bachelors, Masters, or Doctoral Program
Undergraduate • Graduate • Professional
• Proposal Checklist •

Program request type: ☐ Undergraduate ☒ Graduate ☐ First Professional (ex. DVM, JD, MD, etc.)
Requested by the Department or Unit of: Agricultural Leadership, Education, and Communications

Program Type, Level, Designation, Title, Description, Hours
Program Type: ☒ Certificate Program ☐ Degree Program
Program Level: ☐ UG Certificate ☒ Grad Certificate ☐ Bachelor ☐ Master ☐ Doctoral ☐ Professional
Degree Designation (i.e., BS, BA, MA, MS, M Agr, MEd, PhD, EdD, etc.) MS, MEd, M Agr, PhD, EdD
Title of proposed program: Certificate in Advanced Pedagogy in Agriculture
Proposed CIP Code (if known): 01.0801

Brief program description (provide a catalog description for undergraduate and graduate certificates):
The Certificate in Advanced Pedagogy in Agriculture is designed for students to continue their education and develop professionally in pedagogy principles and delivery. This certificate is appropriate for teachers, advisors, coaches, coordinators, and others who want to develop more advanced skills in working with youth in agriculture and related settings.

Minimum program semester credit hours (SCH) Certificates - 12 hours* Bachelors - 120 hours Masters - 30 hours
Proposed program hours: 14

*12 hours minimum to appear on transcript

Certificate Programs
☒ Embedded
☒ Standalone

Students take coursework that will result in a degree and certificate being earned at the same time.
Non-degree seeking students take coursework to earn a certificate only (no degrees are awarded).

Off-Campus or Distance Delivery
% of Program a student can take off-campus or through Distance Education Program Start Date SACSCOC Approval** When Provost needs to inform SACSCOC
☐ 25% — Notification Only —
☐ 50% — Approval Required 6 months before first day of program
☐ 80% — Approval Required 6 months before first day of program
☒ 100% Fall 2017 Approval Required 6 months before first day of program

**Notification letter arranged through the Vice Provost for Academic Affairs and sent by TAMU President.

Program Delivery Mode
☒ On-campus CS
☐ Broadcast / TTVN —
☐ Specific off-campus location*** —
☒ Distance Education / Internet ☒ In-State ☒ Out-of-State Start Date Fall 2017
☐ Out-of-Country

Will this program be offered with another institution? ☐ Yes ☒ No
If yes, contact the Vice Provost for Academic Affairs for additional reporting requirements.

***Is this an approved SACSCOC location? ☒ Yes ☐ No
Approved locations as of March 2012: TAMU-Galveston, TAMU-Qatar, University Center-The Woodlands, CityCentre-Houston, Dubai and Saudi Arabia.
Texas A&M University
New Certificate, Bachelors, Masters, or Doctoral Program
Undergraduate • Graduate • Professional • Proposal Checklist •

**Program Funding**

Has program funding been finalized at the department or college level?

- Yes [ ] No [x]  
  If no, explain or attach budget: [___]

Will new costs for the first five years of the program be under $2 million?

- Yes [ ] No [x]  
  If new costs exceed $2 million, coordinating board approval is required.

---

**Submitted by (Contact Person):**

<table>
<thead>
<tr>
<th>Name</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Julie Harlin</td>
<td><a href="mailto:j-harlin@tamu.edu">j-harlin@tamu.edu</a></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Title</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Associate Professor</td>
<td>979-862-3014</td>
</tr>
</tbody>
</table>

---

**Certification Statement**

By signing below, the Dean of the College certifies the proposed program complies with coordinating board standards. If the program is delivered through Distance Education, the Dean of the College certifies that they are following the *Principles of Good Practice for Academic Degree and Certificate Programs and Credit Courses Offered Electronically.*

<table>
<thead>
<tr>
<th>Signature, Department Head or Interdisciplinary Program Chair</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>[Signature] John (Jack) Elliot 8/6/16</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Typed or Printed Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>[Name]</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Chair, College Review Committee</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>[Name]</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Dean of College</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>[Name]</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Chair, University Curriculum Committee or Graduate Council</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>[Name]</td>
<td></td>
</tr>
</tbody>
</table>

Additional Approvals Required: Faculty Senate and President.
New Program Request Form for Certificate Programs

Directions: An institution shall use this form to propose a new bachelor’s or master’s degree program. In completing the form, the institution shall refer to the document Standards for Bachelor’s and Master’s Programs, which prescribes specific requirements for new degree programs. Note: This form requires signatures of (1) the Chief Executive Officer, certifying adequacy of funding for the new program; (2) a member of the Board of Regents (or designee) identifying Board approval; and (3) if applicable, a member of the Board of Regents (or designee) certifying that the program has been tentatively approved by the Academic Quality and Standards Commission. Preliminary authority is required for program approval. The institution shall not have preliminary authority for a proposed engineering program until the request has been approved by the Academic Quality and Standards Commission. The request shall address criteria set forth in Coordinating Board Rules, Section 62.311.

Administrative Information

1. **Institution:** Texas A&M University

2. **Program Name** – Show how the program would appear on the Coordinating Board’s program inventory (e.g., Bachelor of Business Administration degree with a major in Accounting):
   **Certificate in Advanced Pedagogy in Agriculture**

3. **Proposed CIP Code:** 01.0801

4. **Brief Program Description** – Describe the program and the educational objectives:
   *The Certificate in Advanced Pedagogy in Agriculture is designed for students to continue their education and develop professionally in pedagogy principles and delivery. This program is offered using asynchronous delivery methods, students may complete courses from their own computer, providing flexibility for students to take courses in the manner that best fits their schedule. The courses are also offered face to face on campus, providing students with additional options, and a comparison group for programmatic assessment. This certificate is appropriate for teachers, advisors, coaches, coordinators, and others who want to develop more advanced skills in working with youth in agriculture and related settings.*
   Number of Semester Credit Hours Required: **14 hours**

5. **Administrative Unit** – Identify where the program would fit within the organizational structure of the university (e.g., The Department of Electrical Engineering within the College of Engineering):
   **Department of Agricultural Leadership, Education, and Communications**

6. **Proposed Implementation Date** – Report the first semester and year that students would enter the program: **Fall semester of academic year 2016-2017**

7. **Contact Person** – Provide contact information for the person who can answer specific questions about the program:
   
   **Name:** Julie Harlin
   **Title:** Associate Professor
   **E-mail:** j-harlin@tamu.edu
   **Phone:** 979-862-3014

Revised 01.14.2014
Program Information

I. Need

Note: Complete I.A and I.B only if preliminary authority for the program was granted more than four years ago. This includes programs for which the institution was granted broad preliminary authority for the discipline.

A. Job Market Need – Provide short- and long-term evidence of the need for graduates in the job market. There is a shortage of agricultural science teachers state and nationwide. Those with masters degrees are in great demand and are the first hired each school year. In 2015, we started the school year with over 60 open positions.

B. Student Demand – Provide short- and long-term evidence of demand for the program. We have 5-10 graduate students completing their masters both at a distance and face to face with an interest in teaching youth. Providing courses as a certificate will help them direct their studies while best preparing them for specific positions.

C. Enrollment Projections – Use this table to show the estimated cumulative headcount and full-time student equivalent (FTSE) enrollment for the first five years of the program. (Include majors only and consider attrition and graduation.)

<table>
<thead>
<tr>
<th>YEAR</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Headcount</td>
<td>3</td>
<td>5</td>
<td>8</td>
<td>10</td>
<td>12</td>
</tr>
<tr>
<td>FTSE</td>
<td>2</td>
<td>3</td>
<td>5</td>
<td>6</td>
<td>7</td>
</tr>
</tbody>
</table>

II. Quality

A. Certificate and Degree Requirements – Use this table to show the certificate and degree requirements of the program. (Modify the table as needed; if necessary, replicate the table for more than one option.)

<table>
<thead>
<tr>
<th>Category</th>
<th>Semester Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Education Core Curriculum (bachelor’s degree only)</td>
<td></td>
</tr>
<tr>
<td>Required Courses</td>
<td>14</td>
</tr>
<tr>
<td>Prescribed Electives</td>
<td>0</td>
</tr>
<tr>
<td>Free Electives</td>
<td>0</td>
</tr>
<tr>
<td>Other (Specify, e.g., internships, clinical work) (if not included above)</td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td>14</td>
</tr>
</tbody>
</table>

Revised 01.14.2014
The program requires a capstone experience to solidify skills and enhance the graduate experience. The Capstone Experience will be tailored to individual student needs in consultation with the committee chair, graduate committee and certificate committee. Examples of appropriate activities include, but are not limited to: development and documentation of a program, collection and dissemination of data that impacts practices, shadowing experiences or field trips to other programs documented and shared. It is expected that the results of the capstone will be shared with a larger audience (presentation at an in-service, professional development presentation, area, state or national conference, or other appropriate venue).

B. **Curriculum** – Use these tables to identify the required courses and prescribed electives of the program, and curriculum as it will appear in the undergraduate and graduate catalog. Note with an asterisk (*) courses that would be added if the program is approved. *(Add and delete rows as needed. If applicable, replicate the tables for different tracks/options as shown in the undergraduate catalog.)*

<table>
<thead>
<tr>
<th>Prefix and Number</th>
<th>Required Courses</th>
<th>SCH</th>
</tr>
</thead>
<tbody>
<tr>
<td>ALEC 601 OR</td>
<td>Advanced Methods in Agriculture Education OR</td>
<td>3</td>
</tr>
<tr>
<td>ALEC 611</td>
<td>Advanced Methods in Distance Education</td>
<td></td>
</tr>
<tr>
<td>ALEC 607</td>
<td>Youth Leadership Programs</td>
<td>3</td>
</tr>
<tr>
<td>ALEC 630</td>
<td>Guidance and Counseling for Rural Youth</td>
<td>3</td>
</tr>
<tr>
<td>ALEC 623 OR</td>
<td>Survey of Evaluation Strategies for Agriculture OR</td>
<td>3</td>
</tr>
<tr>
<td>ALEC 625</td>
<td>Program Evaluation and Organizational Accountability</td>
<td></td>
</tr>
<tr>
<td>ALEC 685</td>
<td>Directed Studies (Capstone Experience)</td>
<td>2</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Prefix and Number</th>
<th>Prescribed Elective Courses</th>
<th>SCH</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>None</td>
<td></td>
</tr>
</tbody>
</table>

TOTAL SCH 14

C. **Faculty** – Use these tables to provide information about Core and Support faculty. Add an asterisk (*) before the name of the individual who will have direct administrative responsibilities for the program. *(Add and delete rows as needed.)*

<table>
<thead>
<tr>
<th>Name of Core Faculty and Faculty Rank</th>
<th>Highest Degree and Awarding Institution</th>
<th>Courses Assigned in Program</th>
<th>% Time Assigned To Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>C.J. Robertson, Dr.PH.D., Asst. Professor</td>
<td>Ph.D. in Molecular Genetics, Univ. of Texas at Dallas</td>
<td>ALEC 610</td>
<td>40%</td>
</tr>
<tr>
<td>*Julie Harlin</td>
<td>Ph.D. in Agricultural Education, Oklahoma State University</td>
<td>ALEC 601 and ALEC 630</td>
<td>5%</td>
</tr>
<tr>
<td>Barry Boyd</td>
<td>Ph.D. in Agricultural Education, Texas A&amp;M University</td>
<td>ALEC 607</td>
<td>1.25%</td>
</tr>
</tbody>
</table>

Revised 01.14.2014
<table>
<thead>
<tr>
<th>Name of Support Faculty and Faculty Rank</th>
<th>Highest Degree and Awarding Institution</th>
<th>Courses Assigned in Program</th>
<th>% Time Assigned To Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>Theresa Murphrey</td>
<td>Ph.D. in Agricultural Education</td>
<td>ALEC 623</td>
<td>1.25%</td>
</tr>
<tr>
<td></td>
<td>Texas A&amp;M University</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kim Dooley</td>
<td>Ph.D. in Agricultural Education</td>
<td>ALEC 611</td>
<td>1.25%</td>
</tr>
<tr>
<td></td>
<td>Texas A&amp;M University</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chanda Elbert</td>
<td>Ph.D. in Agricultural Education</td>
<td>ALEC 625</td>
<td>1.25%</td>
</tr>
<tr>
<td></td>
<td>Penn State University</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

D. **Students** – Describe general recruitment efforts and admission requirements. How will students be accepted into the program? In accordance with the institution’s Uniform Recruitment and Retention Strategy, describe plans to recruit, retain, and graduate students from underrepresented groups for the program.

*Students will be recruited through faculty engagement at conferences and conventions, mailouts, and emails.*

E. **Library** – Provide the library director’s assessment of library resources necessary for the program. Describe plans to build the library holdings to support the program.

*Because all these courses are currently taught, there should be no additional library resources required for the certificate program.*

F. **Facilities and Equipment** – Describe the availability and adequacy of facilities and equipment to support the program. Describe plans for facility and equipment improvements/additions.

*Because all these courses are currently taught, there should be no additional facility or equipment improvements/additions needed for the certificate program.*

G. **Accreditation** – If the discipline has a national accrediting body, describe plans to obtain accreditation or provide a rationale for not pursuing accreditation.

*N/A*

H. **Evaluation** – Describe the evaluation process that will be used to assess the quality and effectiveness of the new degree program.

*Graduates obtaining the certificate will be asked to participate in qualitative and quantitative assessments to determine the effectiveness of the certificate program. These include follow up interviews, online surveys, and student evaluations of the courses in the program.*

Revised 01.14.2014
I. **Administration of Program** – Describe how the program will be administered. Where will the program be administered (i.e., department, college)?

*The program will be administered out of the Department of Agricultural Leadership, Education, and Communications.*

III. **Costs and Funding**

**Five-Year Costs and Funding Sources** - Use this table to show five-year costs and sources of funding for the program.

*Because the courses are currently taught, there is no additional cost or funding associated to offer this certificate.*

<table>
<thead>
<tr>
<th>Five-Year Costs</th>
<th>Five-Year Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel¹</td>
<td>$0</td>
</tr>
<tr>
<td><strong>Facilities and Equipment</strong></td>
<td><strong>Anticipated New Formula Funding²</strong></td>
</tr>
<tr>
<td>Library, Supplies, and Materials</td>
<td>$0</td>
</tr>
<tr>
<td><strong>Other²</strong></td>
<td><strong>Special Item Funding</strong></td>
</tr>
<tr>
<td><strong>Total Costs</strong></td>
<td><strong>Total Funding</strong></td>
</tr>
</tbody>
</table>

1. Report costs for new faculty hires, graduate assistants, and technical support personnel. For new faculty, prorate individual salaries as a percentage of the time assigned to the program. If existing faculty will contribute to program, include costs necessary to maintain existing programs (e.g., cost of adjunct to cover courses previously taught by faculty who would teach in new program).

2. Specify other costs here (e.g., administrative costs, travel).

3. Indicate formula funding for students new to the institution because of the program; formula funding should be included only for years three through five of the program and should reflect enrollment projections for years three through five.

4. Report other sources of funding here. In-hand grants, “likely” future grants, and designated tuition and fees can be included.
Signature Page

1. **Adequacy of Funding** – The chief executive officer shall sign the following statement:

   *I certify that the institution has adequate funds to cover the costs of the new program. Furthermore, the new program will not reduce the effectiveness or quality of existing programs at the institution.*

   ____________________________  _______________________
   Chief Executive Officer              Date

2. **Board of Regents or Designee Approval** – A member of the Board of Regents or designee shall sign the following statement:

   *On behalf of the Board of Regents, I approve the program.*

   ____________________________  _______________________
   Board of Regents (Designee)              Date of Approval

3. **Board of Regents Certification of Criteria for Commissioner of Assistant Commissioner Approval** – For a program to be approved by the Commissioner or the Assistant Commissioner for Academic Affairs and Research, the Board of Regents or designee must certify that the new program meets the eight criteria under TAC Section 5.50 (b): The criteria stipulate that the program shall:

   (1) be within the institution’s current Table of Programs;
   (2) have a curriculum, faculty, resources, support services, and other components of a degree program that are comparable to those of high quality programs in the same or similar disciplines at other institutions;
   (3) have sufficient clinical or in-service sites, if applicable, to support the program;
   (4) be consistent with the standards of the Commission of Colleges of the Southern Association of Colleges and Schools and, if applicable, with the standards or discipline-specific accrediting agencies and licensing agencies;
   (5) attract students on a long-term basis and produce graduates who would have opportunities for employment; or the program is appropriate for the development of a well-rounded array of basic baccalaureate degree programs at the institution;
   (6) not unnecessarily duplicate existing programs at other institutions;
   (7) not be dependent on future Special Item funding
   (8) have new five-year costs that would not exceed $2 million.

   *On behalf of the Board of Regents, I certify that the new program meets the criteria specified under TAC Section 5.50 (b).*

   ____________________________  _______________________
   Board of Regents (Designee)              Date
MEMORANDUM

TO:       Dr. Leonard Bright
           Chair, Graduate Council

THROUGH:  Dr. N.K. Anand
           Executive Associate Dean
           Dwight Look College of Engineering

THROUGH:  Dr. Valerie Taylor
           Senior Associate Dean for Academic Affairs
           Dwight Look College of Engineering

THROUGH:  Dr. Prasad Enjeti (GOC dean)
           Associate Dean for Academic Affairs
           Dwight Look College of Engineering

FROM:     Dr. John E. Hurtado
           Associate Department Head, College of Engineering (CLEN department)

FROM:     Dr. Kristi Shryock
           Executive Director, Interdisciplinary Engineering Programs

SUBJECT:  Distance Education Master of Engineering in Systems Engineering (SYEN)

The Master of Engineering in Systems Engineering (SYEN) is currently approved for on-campus, face-to-face delivery. We would like to offer the degree via distance education beginning fall 2016. Please see the attached approval and online delivery proposal forms for additional information.

Please contact me if you have any questions at kshryock@tamu.edu or 979-458-0757.
DISTANCE EDUCATION
ELECTRONIC TO INDIVIDUALS (ONLINE DELIVERY) APPROVAL FORM

Submitted by:

☑ Texas A&M University
☐ Texas A&M University—Central Texas
☐ Texas A&M University—Commerce
☐ Texas A&M University—Corpus Christi
☐ Texas A&M University—Kingsville
☐ Texas A&M University—San Antonio
☐ Texas A&M University—Texarkana
☐ Texas A&M International University
☐ Prairie View A&M University
☐ Tarleton State University
☐ West Texas A&M University
☐ Texas A&M Health Science Center

Distance Education: Electronic to Individuals (online Delivery) Authorization Request

Please list the proposed degree and CIP code:

Degree: Master of Engineering in Systems Engineering

CIP Code: 14.2701.00

When is the effective date of the proposed program?

Effective Date: Fall 2016

**Please note:** This proposed program cannot be advertised as an online delivered degree program until the A&M System Office of Academic Affairs has approved it and the Texas Higher Education Coordinating Board has been notified.

Summary of Proposal (Include Background Information and Rationale for the change.)

The Master of Engineering in Systems Engineering is a 30 credit hour non-thesis degree that requires a capstone project course directed by the student’s major advisor. This degree program is currently offered on-campus, and the requirements and focus for the distance education program are to be identical to the on-campus program. This degree is intended for students who are seeking the latest cross-discipline concepts, tools, and skills in systems engineering – as required for modern manufacturing, production, and service industries and for governmental and military operations. The subject matter of this program is multidisciplinary; hence, oversight will be maintained at the college level (Interdisciplinary Engineering Program within the Engineering Academic and Student Affairs Office).

Financial Implications:

TAMU has sufficient resources to initiate and maintain quality distance learning programs. Traditional funding sources and student fees ensure the excellence of electronically based
courses and programs. Students who are enrolled in online courses within the college of engineering are charged distance education differential tuition of $540.00 per semester credit hour, which allows for the delivery of the course and ensures the quality of distance and distributed education programs of the University. In addition to the distance education differential tuition, there are traditional services that are a part of the university’s operations that contribute to the effective delivery of distance education. A list of all student fee and explanations can be found at http://sbs.tamu.edu/.

University: Request for Authorization

I recommend adoption of the following program:

"Having complied with all of the requirements of the Texas Higher Education Coordinating Board, Texas A&M University is hereby authorized to offer the Masters of Engineering in Mechanical Engineering program by distance education, electronic to individuals (online delivery) effective Spring 2015.

The Texas A&M University System Office of Academic Affairs finds that the program offering aforementioned is within the role and scope and capacity of the institution and will benefit students.

Texas A&M University certifies that the proposed distance delivery of the aforementioned program meets the criteria under Texas Administrative Code Chapter 4 Subchapter P regarding quality of the curriculum and courses; delivery of instruction; evaluation, training, supervision, and support of faculty; financial resources; and admission of the support services for students. The program is within the role and mission of the institution and in the Table of Program. The institution will comply with the standards and criteria of the Commission on Colleges of the Southern Association of Colleges and Schools and will adhere to criteria outlined in the Principles of Good Practice for Degree and Certificate Programs and Courses Offered Through Distance Education."

Approval – University:

__________________________
Karan L. Watson
Provost and Executive Vice President for Academic Affairs

__________________________
Date

Authorization: System

Approval – Texas A&M University System:

__________________________
James R. Hallmark, Ph.D.
Vice Chancellor for Academic Affairs

__________________________
Date
Texas Higher Education Coordinating Board

Certification Form for Electronically Delivered and Off-Campus Education Programs
April 2014

Directions: For all new programs that are to be delivered electronic-to-individuals (i.e., online), electronic-to-groups, or off-campus face-to-face, a signed pdf of this form must accompany email notification of the new program to Dr. Andrew B. Lofters (andrew.lofters@thecb.state.tx.us). (Institutions offering distance education programs for the first time – i.e. have never offered a distance education program, such as newly created institutions -- must complete and submit an Institutional Plan for Distance Education).

Please fill out the Administrative Information below and then sign and date on page 4.

Administrative Information

1. Institution: Texas A&M University

2. Program Name – Masters of Engineering in Systems Engineering

3. Program CIP Code: 14.2701.00

4. Program Delivery – Distance Education/Online

5. Proposed Implementation Date – Fall 2016

6. Contact Person – Provide contact information for the person who can answer specific questions about the program.

   Name: Richard Malak

   Title: Director, Systems Engineering & Associate Professor, Mechanical Engineering

   E-mail: rmalak@tamu.edu

   Phone: 979.845.1919

Based on Principles of Good Practice for Academic Degree and Certificate Programs and Credit Courses Offered Electronically.
CURRICULUM AND INSTRUCTION

- Each program or course results in learning outcomes appropriate to the rigor and breadth of the degree or certificate awarded.

- A degree or certificate program or course offered electronically is coherent and complete.

- The program or course provides for appropriate interaction between faculty and students and among students.

- Qualified faculty provide appropriate oversight of the program or course that is offered electronically.

- Academic standards for all programs or courses offered electronically will be the same as those for programs or courses delivered by other means at the institution where the program or course originates.

- Student learning in programs or courses delivered electronically should be comparable to student learning in programs offered at the campus where the programs or courses originate.

INSTITUTIONAL CONTEXT AND COMMITMENT

Role and Mission

- The program or course is consistent with the institution's role and mission.

- Review and approval processes ensure the appropriateness of the technology being used to meet the objectives of the program or course.

Students and Student Services

- Program or course announcements and electronic catalog entries provide appropriate information.

- Students shall be provided with clear, complete, and timely information on the curriculum, course and degree requirements, nature of faculty/student interaction, assumptions about technological competence and skills, technical equipment requirements, availability of academic support services and financial aid resources, and costs and payment policies.

- Enrolled students have reasonable and adequate access to the range of student services and student rights appropriate to support their learning.

- The institution has admission/acceptance criteria in place to assess the extent to which a
student has the background, knowledge and technical skills required to undertake the program or course.

- Advertising, recruiting, and admissions materials clearly and accurately represent the program or course and the services available.

**Faculty Support**

- The program or course provides faculty support services specifically related to teaching via an electronic system.

- The institution assures appropriate training for faculty who teach via the use of technology.

- The institution provides adequate equipment, software, and communications access to faculty to support interaction with students, institutions, and other faculty.

**Resources for Learning**

- The institution ensures that appropriate learning resources are available to students.

- The institution evaluates the adequacy of, and the cost to students for, access to learning resources and documents the use of electronic resources.

**Commitment to Support**

- Policies for faculty evaluation include appropriate recognition of teaching and scholarly activities related to programs or courses offered electronically.

- The institution demonstrates a commitment to ongoing support, both financial and technical, and to continuation of the program or course for a period of time reasonable and sufficient for students to complete the course or program.

**EVALUATION AND ASSESSMENT**

- The institution evaluates the program's or course's educational effectiveness, including assessments of student learning outcomes, student retention, and student and faculty satisfaction.

- At the completion of the program or course, the institution provides for assessment and documentation of student achievement in each course.

On behalf of Texas A&M University (Institution), I assert that the preceding Coordinating Board criteria have been met for all courses associated with this program that will be delivered electronically and off-campus face-to-face.
Chief Academic Officer or President

Name: __________________________

Title: __________________________

THECB 4/2014
MEMORANDUM

TO: Undergraduate Curriculum Committee
FROM: Dr. Richard Metters, Department Head
Department of Information and Operations Management
THROUGH: Dr. Martha Loudder, Associate Dean – Undergraduate Programs
Mays Business School
THROUGH: Dr. Bala Shetty, Interim Associate Dean for Graduate Programs
Mays Business School
DATE: April 27, 2016
SUBJECT: Proposal for Change in Course Prefix Designation

The Department of Information and Operations Management in Mays Business School would like to create a new course prefix for all Management Information System courses at both the graduate and undergraduate levels.

The current course prefix for Management Information System classes is ISYS. Due to the similarity of this prefix to the acronym of a current militant group, the stigma surrounding the prefix has caused us to reevaluate its use. To avoid the potentially offensive nature of this similarity, we would like to change the course prefix of all Management Information System courses from ISYS to ISTM.

The following table includes the current course listings and the proposed changes. The changes will affect the course prefix only. There will be no changes to the course numbers, titles, or descriptions.
<table>
<thead>
<tr>
<th>Current Course Listing</th>
<th>Proposed Course Listing (2017-2018)</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ISYS 209</td>
<td>ISTM 209</td>
<td>Business Information Systems Concepts</td>
</tr>
<tr>
<td>ISYS 210</td>
<td>ISTM 210</td>
<td>Fundamentals of Information Systems</td>
</tr>
<tr>
<td>ISYS 250</td>
<td>ISTM 250</td>
<td>Business Programming Logic and Design</td>
</tr>
<tr>
<td>ISYS 281</td>
<td>ISTM 281</td>
<td>Professional Development Information Systems Seminar</td>
</tr>
<tr>
<td>ISYS 310</td>
<td>ISTM 310</td>
<td>Network Communications and Infrastructure</td>
</tr>
<tr>
<td>ISYS 315</td>
<td>ISTM 315</td>
<td>Database Programming</td>
</tr>
<tr>
<td>ISYS 320</td>
<td>ISTM 320</td>
<td>Business Systems Analysis and Design</td>
</tr>
<tr>
<td>ISYS 325</td>
<td>ISTM 325</td>
<td>Business Object Oriented Programming with Java</td>
</tr>
<tr>
<td>ISYS 370</td>
<td>ISTM 370</td>
<td>Introduction to the Energy Industry</td>
</tr>
<tr>
<td>ISYS 410</td>
<td>ISTM 410</td>
<td>Management of Information Systems</td>
</tr>
<tr>
<td>ISYS 415</td>
<td>ISTM 415</td>
<td>Information Systems Capstone Project</td>
</tr>
<tr>
<td>ISYS 420</td>
<td>ISTM 420</td>
<td>Web-Enabled Applications</td>
</tr>
<tr>
<td>ISYS 425</td>
<td>ISTM 425</td>
<td>Complex Business Application Design</td>
</tr>
<tr>
<td>ISYS 450</td>
<td>ISTM 450</td>
<td>Business Intelligence and Data Mining</td>
</tr>
<tr>
<td>ISYS 455</td>
<td>ISTM 455</td>
<td>Business Information Security and Risk Management</td>
</tr>
<tr>
<td>ISYS 460</td>
<td>ISTM 460</td>
<td>E-Services</td>
</tr>
<tr>
<td>ISYS 481</td>
<td>ISTM 481</td>
<td>Information Systems Seminar</td>
</tr>
<tr>
<td>ISYS 484</td>
<td>ISTM 484</td>
<td>Management Information Systems Internship</td>
</tr>
<tr>
<td>ISYS 485</td>
<td>ISTM 485</td>
<td>Directed Studies</td>
</tr>
<tr>
<td>ISYS 489</td>
<td>ISTM 489</td>
<td>Special Topics in...</td>
</tr>
<tr>
<td>ISYS 601</td>
<td>ISTM 601</td>
<td>Fundamentals of Business Programming</td>
</tr>
<tr>
<td>ISYS 610</td>
<td>ISTM 610</td>
<td>Business Data Communications</td>
</tr>
<tr>
<td>ISYS 612</td>
<td>ISTM 612</td>
<td>Management Information Systems</td>
</tr>
<tr>
<td>ISYS 615</td>
<td>ISTM 615</td>
<td>Business Database Systems</td>
</tr>
<tr>
<td>ISYS 620</td>
<td>ISTM 620</td>
<td>Systems Analysis &amp; Design</td>
</tr>
<tr>
<td>ISYS 622</td>
<td>ISTM 622</td>
<td>Advanced Data Management</td>
</tr>
<tr>
<td>ISYS 624</td>
<td>ISTM 624</td>
<td>Advanced Systems Analysis and Design</td>
</tr>
<tr>
<td>ISYS 630</td>
<td>ISTM 630</td>
<td>MIS Project Management and Implementation</td>
</tr>
<tr>
<td>ISYS 631</td>
<td>ISTM 631</td>
<td>Information Systems Design and Development Project</td>
</tr>
<tr>
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<td>---------</td>
<td>-----------------------------------------------</td>
</tr>
<tr>
<td>ISYS 635</td>
<td>ISTM 635</td>
<td>Business Information Security</td>
</tr>
<tr>
<td>ISYS 637</td>
<td>ISTM 637</td>
<td>Data Warehousing</td>
</tr>
<tr>
<td>ISYS 640</td>
<td>ISTM 640</td>
<td>Information Systems Sourcing</td>
</tr>
<tr>
<td>ISYS 642</td>
<td>ISTM 643</td>
<td>Corporate Information Planning</td>
</tr>
<tr>
<td>ISYS 645</td>
<td>ISTM 645</td>
<td>IT Security Controls</td>
</tr>
<tr>
<td>ISYS 646</td>
<td>ISTM 646</td>
<td>E-Services</td>
</tr>
<tr>
<td>ISYS 650</td>
<td>ISTM 650</td>
<td>Business Data Mining</td>
</tr>
<tr>
<td>ISYS 652</td>
<td>ISTM 652</td>
<td>Customer Relationship Management and Technologies</td>
</tr>
<tr>
<td>ISYS 654</td>
<td>ISTM 654</td>
<td>E-Commerce Technologies</td>
</tr>
<tr>
<td>ISYS 655</td>
<td>ISTM 655</td>
<td>Security Management and Compliance</td>
</tr>
<tr>
<td>ISYS 656</td>
<td>ISTM 656</td>
<td>Global Information Systems</td>
</tr>
<tr>
<td>ISYS 670</td>
<td>ISTM 670</td>
<td>IT Consulting</td>
</tr>
<tr>
<td>ISYS 684</td>
<td>ISTM 684</td>
<td>Professional Internship</td>
</tr>
<tr>
<td>ISYS 685</td>
<td>ISTM 685</td>
<td>Directed Studies</td>
</tr>
<tr>
<td>ISYS 686</td>
<td>ISTM 686</td>
<td>Theory and Research in Management Information Systems</td>
</tr>
<tr>
<td>ISYS 689</td>
<td>ISTM 689</td>
<td>Special Topics in...</td>
</tr>
</tbody>
</table>
MEMORANDUM

To: Dr. Chris Houser, Associate Dean, Undergraduate and Faculty Affairs, College of Geosciences

To: Dr. Eric Riggs, Associate Dean, Graduate Affairs and Diversity, College of Geosciences

From: Dr. Debbie Thomas, Department Head, Oceanography
      Dr. Michael Pope, Department Head, Geology and Geophysics

RE: Joint degree program between Oceanography and Geophysics

I have attached a proposal for a Fast Track Dual Degree Program for the B.S. in Geophysics and the non-thesis Master of Ocean Science and Technology (MOST). The proposal has been approved by both Geology and Geophysics and Oceanography.

Please let me know if any additional information is needed.
Fast Track Dual Degree Program for Geophysics (B.S.) and Master of Ocean Science and Technology (MOST)

Purpose:

The Fast Track Program offers motivated and exceptional students the opportunity to achieve aspirations in an efficient program at Texas A&M, completing the Bachelor of Science (B.S.) degree in the Department of Geology and Geophysics Geophysics Program and the Oceanography non-thesis Master of Ocean Science and Technology (MOST) degree in 5 years. There will be only two courses used for dual credit in this program. There is a total of 150 hours of coursework. The concurrent degree program will enable these motivated students to coordinate the required B.S. coursework (114 undergraduate credit hours plus 6 dual credit graduate courses) and non-thesis MOST coursework (36 credit hours including the 6 dual credit graduate courses) to complete the required credit hours for each degree without diminishing scope or quality of work and within 5 years.

Application and Eligibility:

- Applications to the Fast Track program will be submitted by July 1 after the completion of the student’s junior year. Applications submitted after that time will be evaluated on a case by case basis.
- Applicants must have a minimum undergraduate GPR of 3.0. Applicants must also earn a C or better in all Chemistry, Calculus and Physics courses. Once admitted to the program, students must maintain a minimum 3.0 GPR.
- A faculty advisor will be assigned to each student. Students may seek additional mentors, but a formal committee is not required.
- Students admitted into the Fast Track program must finish the entire 150 credit hours to obtain both the Bachelor’s and Master’s degrees. These students will be conferred with two degrees once they complete the 5th year of the concurrent program.
- Students admitted to the program will change from U4 to G7 status when they are admitted having completed at least 96 hours (end of spring semester, year 3).
- Students not accepted or not allowed to continue with the Fast Track Program will complete the 120 hour Bachelor’s degree under the standard 4 year curriculum. These students may still apply to the traditional graduate program.
- Students will graduate at the completion of the 5th year in the Fast Track Program coursework (150 credit hours) with both Bachelor’s and Master’s degrees. Students will complete the coursework in May of the 5th year.
Degree Evaluation

Combination programs must be at least 150 hours and no more than 30 hours may double count. For example, UG program of 120 hours and GR program of 48 hours totals 168 hours; 18 hours can double count to meet the required number of hours for both programs.

**Undergraduate Required Areas: 120 hours**

**Major Coursework:**
- GEOL 104 Physical Geology (4)
- GEOL 106 Historical Geology (4)
- GEOL 203 Mineralogy (4)
- GEOP 341 Introduction to Global Geophysics (3)
- GEOL 302 Introduction to Petrology (4)
- GEOL 309 Intro to Geol Field (3)
- GEOP Methods of Geophysical Exploration (4)
- GEOL 311 Principles of Geological Writing (1)
- GEOL 312 Structure and Tectonics (4)
- GEOP 413 Near Surface Geophysics (3)
- GEOP 421 Petroleum Sedimentaolgy I (4)
- GEOP 470 Computational Geophysics (3)

**Concentration Coursework:**
- Computer Science (4) [All electives are chosen in consultation with and on approval of the departmental advisor]¹
- Technical Electives (7) [Any science, math or engineering course that augments that degree with approval of the advisor]¹
- OCNG 604 Ocean Observing Systems (3) Fundamental OCNG graduate course (3)
- OCNG 608 Physical Oceanography (3)
- OCNG 603-Communicating Ocean Science (3)
- OCNG 657 Data Methods and Graphical Representation in Oceanography (3)
- OCNG 661 Advanced Oceanographic Data Analysis and Communication (3)
- Fundamental OCNG graduate course (6)
  - Select 2 from:
    - OCNG 620 Biological Oceanography
    - OCNG 630 Geological Oceanography
    - OCNG 640 Chemical Oceanography
  - Advanced specialized OCNG graduate course (15) [any OCNG 600-689]

**Communication:** Minimum 6hrs
- ENGL 104 Comp and Rhetoric (3)
- COMM 203 or COMM 205 (3)

**Mathematics:** Minimum 6hrs
- MATH 151 Engineering Math I (4)
- MATH 152 Engineering Math II (4)
- MATH 251 Engineering Math III (3)
MATH 308 Differential Equations (3)
MATH 311 Topics in Applied Mathematics I (3)
MATH 412 Theory of Partial Differential Equations (3)

**Life and Physical Sciences:** Minimum 9hrs
CHEM 107 Fundamental Chemistry I (3)
CHEM 117 Fundamental Chemistry Lab I (1)
PHYS 218 Mechanics (4)
PHYS 208 Electricity and Optics (4)
PHYS 221 Optics and Thermal Physics (3)

**Language, Philosophy and Culture:** Minimum 3hrs
3 hours Lang, Phil, Cul [KLPC attribute]

**Creative Arts:** Minimum 3hrs
3 hours Creative arts elective [KCRA attribute]

**Social and Behavioral Science:** Minimum 3hrs
3 hours Social and Behavioral Sciences elective

**Citizenship:** This is a university area and will be added automatically
6 hours in History [KHIS attribute]
6 hours in Political Science (POL 206 and 207)

**Work Not Applied:** This is a university area and will be added automatically

**University Writing Req.:** 2 courses min. (List the departments approved writing or communication courses—or you may use the university approved: Must have two courses with the UWRT or UCRT attributed)

**Int'l & Cult Diversity:** This is a university area and will be added automatically

**Foreign Language:** For programs that do not require a foreign language area this is the university approved foreign language area

**Residence Requirement** – 36hrs of 300-400 level coursework must be completed at TAMU. 12 hrs must be in major field. List the range for the 12hr major field of study (example: COMM 300-499)

**GPR – Major:** Specific courses required: Provide a list or range of courses for this area: example – MUSC 100-499; ARTS 149; ENGL 227)

\(^1\) I kept the same requirement as in the current Geophysics B.S. degree to maintain consistency.
MEMORANDUM

TO: Graduate Curriculum Committee

FROM: College of Agriculture and Life Sciences
       Department of Nutrition and Food Science

SUBJECT: Request to Include Zero Credit Hour in Existing Courses

The College of Agriculture and Life Sciences, Department of Nutrition and Food Science, requests the following existing courses to be changed to include a zero credit hour option effective 201631. No other changes are being made to the courses.

<table>
<thead>
<tr>
<th>Department Name</th>
<th>Course Number/Title</th>
<th>Existing Credit Hours</th>
<th>Proposed Credit Hours</th>
<th>Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nutrition and Food Science</td>
<td>FSTC 685 Directed</td>
<td>1-4</td>
<td>0-4</td>
<td>Zero credit option will be used to track graduate student participation in directed studies</td>
</tr>
<tr>
<td>Food Science</td>
<td>Studies</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Nutrition and Food Science</td>
<td>FSTC 691 Research</td>
<td>1-23</td>
<td>0-23</td>
<td>Zero credit option will be used to track graduate student participation in graduate research</td>
</tr>
<tr>
<td>Nutrition and Food Science</td>
<td>NUTR 685 Directed</td>
<td>1-4</td>
<td>0-4</td>
<td>Zero credit option will be used to track graduate student participation in directed studies</td>
</tr>
<tr>
<td>Food Science</td>
<td>Studies</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Nutrition and Food Science</td>
<td>NUTR 691 Research</td>
<td>1-23</td>
<td>0-23</td>
<td>Zero credit option will be used to track graduate student participation in graduate research</td>
</tr>
<tr>
<td>Nutrition and Food Science</td>
<td>NUTR 684 Professional Internship</td>
<td>1-16</td>
<td>0-16</td>
<td>Zero credit option will be used to track graduate student participation in professional internships</td>
</tr>
<tr>
<td>Nutrition and Food Science</td>
<td>FSTC 684 Professional Internship</td>
<td>1-16</td>
<td>0-16</td>
<td>Zero credit option will be used to track graduate student participation in professional internships</td>
</tr>
</tbody>
</table>

130 Carter-Matil
2253 TAMU
College Station, TX 77843-2253

Tel. 979.845.2142 Fax 979.862.5842
http://nfs.tamu.edu
Memorandum

July 25, 2016

To:        Dr. Leonard Bright
            Chair, Graduate Council
            Assistant Dean of Graduate Education; Associate Professor

From:      David Reed
            Chair, Graduate Program Council
            Associate Dean for Graduate Programs and Faculty Development

Re:        Recreation, Park and Tourism Sciences (RPTS) Existing Degree Program CIP Code Change Request

This memo is to recommend approval for the RPTS Existing Degree Program CIP Code Change Request, per the College of Agriculture and Life Sciences Graduate Program Council who met July 20, 2016.

Signed:    [Signature]

Agriculture and Life Sciences Building, Suite 515
2402 TAMU
College Station, TX 77843-2402

Tel. 979.845.3712
AgLifeSciences.tamu.edu
Texas Higher Education Coordinating Board

Existing Degree Program
CIP Code Change Request

Directions: Complete this form to request a change to the Classification of Instructional Programs (CIP) code of an existing degree program. The degree program must already be on your institution's program inventory.

NOTE: This form requires the signature of the Provost or Chief Academic Officer.

Submit the Degree Program CIP Code Change Request via the Online Submission Portal:
https://www1.thecb.state.tx.us/apps/proposals/

Information: Contact the Division of Academic Quality and Workforce at 512/427-6200.

Administrative Information

1. Institution: Texas A&M University

2. Current Degree Program Title – Show how the program appears on the Coordinating Board’s approval letter (e.g., Bachelor of Business Administration degree with a major in Accounting):

   - Master of Science in Recreation, Park and Tourism Sciences
   - Doctor of Philosophy in Recreation, Park and Tourism Sciences

3. Current Degree Program CIP Code: 31.0101

4. Contact Person: Provide contact information for the person who can answer specific questions about the degree program.

   Name: Dr. James Petrick
   Title: Professor and Associate Department Head for Graduate Programs
   E-mail: jpetrick@ag.tamu.edu
   Phone: 979-845-8806
Request for Change in CIP Code

Proposed Degree Program CIP Code: 52.0903

Implementation Date (MM/DD/YYYY): 08/01/2016

Reason for Change:
Describe why this change would be beneficial to students and/or the degree program.

The change will align the CIP codes of our BS program in Recreation, Park and Tourism Sciences with our academic graduate programs, and ensure that these programs are accurately classified in the CIP code organization. This change will also create consistency between our degree program classifications and the course-level CIP codes currently in place.

List of Similar Programs at Texas Public Institutions:
Provide the institution and program names for up to five examples of similar programs with the proposed CIP code.

The following list was pulled from the THECB program inventory. The only graduate degree program with this CIP is also in our college and department. We would like to maintain consistency between the CIP codes of our undergraduate programs and our graduate programs.

<table>
<thead>
<tr>
<th>Universities</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Institution</strong></td>
</tr>
<tr>
<td>Texas A&amp;M University</td>
</tr>
<tr>
<td>Texas A&amp;M University</td>
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<tr>
<td>Texas A&amp;M University</td>
</tr>
<tr>
<td>Texas A&amp;M University</td>
</tr>
<tr>
<td>The University of Texas at San Antonio</td>
</tr>
<tr>
<td>The University of Texas at San Antonio</td>
</tr>
</tbody>
</table>
Signature of Compliance

I hereby certify that all of the above changes have been approved in accordance with the procedures required by my institution, system office, and Board of Regents, as applicable.

_________________________   __________________________
Provost/Chief Academic Officer          Date
May 23, 2016

MEMORANDUM

TO: Karan L. Watson
    Provost and Executive Vice President

THROUGH: Karen L. Butler-Purry
    Associate Provost, Office of Graduate and Professional Studies

SUBJECT: Request for a Waiver for GRE scores for Texas A&M Degree Holders in Engineering

Recruitment and retention of domestic graduate students remains a challenge for the College of Engineering. I respectfully request that the GRE score requirement for Texas A&M engineering graduates be waived as an admission requirement to the graduate school. Such an accommodation will definitely help the college recruit and retain Texas A&M students to our graduate program.

I thank you in advance for your consideration.

M. Katherine Banks, Ph.D., P.E.
Vice Chancellor and Dean of Engineering
Director, Texas A&M Engineering Experiment Station
Harold J. Haynes Dean’s Chair Professor

c: Engineering Associate Deans
June 21, 2016

Memorandum

To: Karen Butler-Purry
   Associate Provost for Graduate and Professional Studies

From: Prasad Enjeti
      Associate Dean for Academic Affairs

Subject: Request to Waive Final Exam Requirement for select Master of Engineering Programs

The College of Engineering requests to exempt the final exam requirements for the select Master of Engineering programs listed below. The current process requires each student to submit the “Request for Exemption of the Final Examination” paperwork through their department and OGAPS. Automatically waiving the final exam will eliminate this paperwork; thus, allowing a more expedited process.

- Aerospace Engineering (AERO)
- Biomedical Engineering (BMEN)
- Computer Engineering (CECN, CEEN)
- Chemical Engineering (CHEN)
- Civil Engineering (CVEN)
- Electrical Engineering (ELEN)
- Industrial Engineering (INEN)
- Mechanical Engineering (MEEN)
- Materials Science and Engineering (MSEN)

Please contact me at enjeti@tamu.edu if there are any questions or additional information is needed.
July 18, 2014

To: Graduate Instruction Committee, COE

From: Dr. Andreas Klappenecker  
Professor and Graduate Advisor

Through: Dr. John Criscione  
Assistant Dean for Graduate Programs  
College of Engineering

Re: Master of Computer Science

The Master of Computer Science program requests approval for the following change:

Allow students to be exempt from the final exam

The Master of Computer Science Degree no longer requires a final exam for the degree which is considered a terminal degree.
Scholastic Requirements
To maintain good academic standing and to be eligible for graduation, a Mays Professional MBA Program participant must maintain a cumulative 3.000 GPR in the Mays Professional MBA Program curriculum, and he/she must not have any unsolved grades of D, F, or U on any course on his/her degree plan. To solve deficient grades, the student must repeat the course at Texas A&M University attaining a final grade of C or better. A student failing to attain or maintain a cumulative 3.000 GPR by the end of the next term may be dismissed from the program. The Director of the Mays Professional MBA Program and the Associate Dean for Graduate Programs will evaluate all scholastic probation participants at the end of each of the program's terms and take appropriate action. When necessary, recommendations regarding the blocking of a student from further enrollment will be made to the Office of Graduate Studies.

A PMBA participant who withdraws or is dismissed from the Mays Professional MBA Program may not reenter the program. An exception may be granted in the case of voluntary withdrawal in good academic standing with prior written approval at the time of withdrawal from the Director of the Mays Professional MBA Program and the Associate Dean for Graduate Programs. A participant who withdraws or who is dismissed from the program after the deadline for refund will not receive any refund of tuition and fees.

GMAT and TOEFL Requirements
Students in the Mays Professional MBA Program are required to take the GMAT or GRE exam. International students are required to meet a minimum TOEFL score or receive a waiver.

Application for Degree
Graduate degrees are conferred at the close of each regular semester and 10-week summer semester. A candidate for advanced degree who expects to complete his/her work at the end of a given semester must apply for graduation by submitting the electronic application for degree to the Office of the Registrar and by paying the required graduation fee at the Fiscal Department no later than the Friday of the second week of the fall or spring semester or the Friday of the first week of the first summer term. Cancellations made after the application deadline will not receive a refund of the diploma fee. The electronic application for degree can be accessed via the student's Howdy portal.

Final Examination
A final oral examination is not required for the Professional Master of Business Administration degree.

The Degree of Master of Computer Science
The degree of Master of Computer Science (MCS) is a non-thesis degree, designed to complement the Master of Science degree in Computer Science. The degree requires the completion of a minimum of 30 hours of coursework and a satisfactory comprehensive final examination.
after the end of the semester in which it is taken. Graduate credit for coursework which is more than seven calendar years old at the time of the final examination (oral or written) may not be used to satisfy degree requirements.

Final Examination
The candidate must pass a final examination by dates announced each semester or summer term in the "Office of Graduate Studies Calendar" unless the student has been exempted from the examination. The Office of Graduate Studies must be notified in writing of any cancellation. The candidate is eligible to petition for an exemption from the final examination with departmental and committee approval. The approved petition should be submitted to the Office of Graduate Studies by the deadline announced for the student's final semester (or semester of graduation) in the Office of Graduate Studies Calendar. See Office of Graduate Studies website ogs.tamu.edu/current-students/dates-and-deadlines/.

A request for permission to hold and announce the final examination must be submitted to the Office of Graduate Studies a minimum of 10 working days in advance of the scheduled date for the examination. Examinations which are not completed and reported as satisfactory to the Office of Graduate Studies within 10 working days of the scheduled examination date will be recorded as failures. A student may be given only one opportunity to repeat the final examination for the master's degree and that must be within a time period that does not extend beyond the end of the next regular semester (summer terms are excluded). The final exam cannot be held prior to the mid point of the semester if questions on the exam are based on courses in which the student is currently enrolled.

To be eligible to take the final examination, a student's GPR must be at least 3.00 for courses on the degree plan and for all courses completed at Texas A&M which are eligible to be applied to a graduate degree, and no unabsolved grades of D, F or U can occur for any course listed on the degree plan. To absolve a deficient grade, the student must have repeated the course at Texas A&M University and have achieved a grade of C or better. All coursework on the degree plan must have been completed with the exception of those hours for which the student is registered. Additionally, all English language proficiency requirements must be satisfied prior to scheduling the examination.

The final examination covers all work taken on the degree plan and at the option of the committee may be written or oral or both. The examination is conducted by the student's advisory committee as finally constituted. Persons other than members of the graduate faculty may, with mutual consent of the candidate and the major professor, attend final examinations for advanced degrees. Upon completion of the questioning of the candidate, all visitors must excuse themselves from the proceedings. A positive vote by all members of the graduate committee with at most one dissension is required to pass a student on his or her exam. A department can have a stricter requirement provided there is consistency within all degree programs within a department.

Exam results must be submitted with original signatures of only the committee members approved by the Office of Graduate Studies. If an approved committee member substitution (if only) has been made, his/her signature must also be submitted to the Office of Graduate Studies.
Students who have completed all their degree requirements will not be allowed to cancel their graduation. The Registrar attempts each semester to balance the size of each ceremony. Thus, the makeup of the ceremony by colleges does change from semester to semester. Graduation times are posted each semester on the website of the Office of the Registrar. A student should check the website at graduation.tamu.edu to determine the date and time of his/her graduation ceremony.

Final Examination

A final oral examination is not required for the Professional Master of Business Administration degree.

The Degree of Master of Computer Science

The degree of Master of Computer Science (MCS) is a non-thesis degree, designed to complement the Master of Science degree in Computer Science. The degree requires the completion of a minimum of 30 hours of coursework. No final examination is required for the MCS degree.

Residence (See Residence Requirements, page 34)

A student must complete 12 credit hours in resident study at Texas A&M University to satisfy the residence requirement for the Master of Computer Science degree.

Students who are employed full-time while completing their degree may fulfill total residence requirements by completion of less-than-full time course loads each semester. In order to be considered for this, the student is required to submit a Petition for Waivers and Exceptions along with verification of his/her employment to the Office of Graduate and Professional Studies.

Student's Advisory Committee

After receiving admission to graduate studies and enrolling for coursework, the student will consult with the head of the department or the department head's designee (e.g. departmental graduate advisor) concerning appointment of the chair of his or her advisory committee. The student's advisory committee for the Master of Computer Science will consist of the departmental graduate advisor. The graduate advisor will serve as the student's committee chair or, the departmental graduate advisor may appoint/approve another departmental faculty member to serve as the appropriate chair of the student's advisory committee. Depending on the departmental policy, additional committee members may be required. If additional committee members are deemed necessary by the department, the chair, in consultation with the student, will select the remainder of the advisory committee. The student will interview each prospective committee member to determine whether he or she is willing to serve. Only graduate faculty members located on the campuses at College Station, Galveston, Qatar, Texas A&M University–Temple Campus or Institute of Biosciences and Technology–Houston may serve as chair of a student's advisory committee. Other graduate faculty members located off-campus may serve as a member or co-chair (but not chair), with a member as the chair. The chair of the committee, who usually has immediate supervision of the student's degree program, has the responsibility for calling meetings at any other time considered desirable.
Texas A&M University
New Certificate, Bachelors, Masters, or Doctoral Program
Undergraduate • Graduate • Professional
• Proposal Checklist •

Program request type: 
☐ Undergraduate  ☒ Graduate  ☐ First Professional (ex., DVM, JD, MD, etc.)

Requested by the Department or Unit of: Communication (Liberal Arts) and International Affairs (Bush School)

Program Type, Level, Designation, Title, Description, Hours

Program Type: ☐ Certificate Program  ☐ Degree Program
Program Level: ☐ UG Certificate  ☒ Grad Certificate  ☐ Bachelor  ☐ Master  ☐ Doctoral  ☐ Professional
Degree Designation (i.e., BS, BA, MA, MS, MAgr, Med, PhD, EdD, etc.)

Title of proposed program: International Communication and Public Diplomacy

Proposed CIP Code (if known): 09.0907.00

Brief program description (provide a catalog description for undergraduate and graduate certificates):
The certificate allows students to explore the intersections of culture, media, and communication, with a particular emphasis on global media and public diplomacy. The certificate will also take a policy orientation, as an attempt to bridge the world of academic discourse about culture and communication, and apply it to the real world practice of public diplomacy.

Minimum program semester credit hours (SCH)  Certificates - 12 hours*  Bachelors - 120 hours  Masters - 30 hours

Proposed program hours: 12

*12 hours minimum to appear on transcript

Certificate Programs
☐ Embedded

☐ Standalone

Students take coursework that will result in a degree and certificate being earned at the same time.
Non-degree seeking students take coursework to earn a certificate only (no degrees are awarded).

Off-Campus or Distance Delivery

% of Program a student can take off-campus or through Distance Education

Program Start Date  SACSCOC Approval**  When Provost needs to inform SACSCOC

☐ 25%  Not Available  Notification Only

☐ 50%  Approval Required  6 months before first day of program

☐ 80%  Approval Required  6 months before first day of program

☐ 100%  Approval Required  6 months before first day of program

**Notification letter arranged through the Vice Provost for Academic Affairs and sent by TAMU President.

Program Delivery Mode

☐ On-campus

☐ Broadcast / TTVN

☐ Specific off-campus location***  

☐ Distance Education / Internet

☐ In-State  ☐ Out-of-State  Start Date ________

☐ Out-of-Country

Will this program be offered with another institution?  ☐ Yes  ☐ No

If yes, contact the Vice Provost for Academic Affairs for additional reporting requirements.

***Is this an approved SACSCOC location?  ☐ Yes  ☐ No

If no, a program prospectus must be sent to SACSCOC.

Approved locations as of March 2012: TAMU-Galveston, TAMU-Qatar, University Center-The Woodlands, CityCentre-Houston, Dubai and Saudi Arabia.

Program Funding
Texas A&M University
New Certificate, Bachelors, Masters, or Doctoral Program
Undergraduate • Graduate • Professional
• Proposal Checklist •

Has program funding been finalized at the department or college level? ☒ Yes ☐ No
If no, explain or attach budget: ______

Will new costs for the first five years of the program be under $2 million? ☒ Yes ☐ No
If new costs exceed $2 million, coordinating board approval is required.
Submitted by (Contact Person):

Randy Kluver
Name
Associate Professor
Title

Rkluver@iamu.edu
Email
979-255-5231
Phone

Certification Statement
By signing below, the Dean of the College certifies the proposed program complies with coordinating board standards. If the program is delivered through Distance Education, the Dean of the College certifies that they are following the Principles of Good Practice for Academic Degree and Certificate Programs and Credit Courses Offered Electronically.

Use additional signature lines if program is between three or more departments or colleges.

Typed or Printed Name

Chair, College Review Committee
Dean of College
Chair, University Curriculum Committee or Graduate Council

Additional Approvals Required: Faculty Senate and President.
New Program Request Form for Certificate Programs

Directions: An institution shall use this form to propose a new bachelor’s or master’s degree program. In completing the form, the institution should refer to the document Standards for Bachelor’s and Master’s Programs, which prescribes specific requirements for new degree programs. Note: This form requires signatures of (1) the Chief Executive Officer, certifying adequacy of funding for the new program; (2) a member of the Board of Regents (or designee), certifying Board approval, and (3) if applicable, a member of the Board of Regents or (designee), certifying that criteria have been met for staff-level approval. NOTE: Preliminary authority is required for all engineering programs. An institution that does not have preliminary authority for a proposed engineering program shall submit a separate request for preliminary authority prior to submitting the degree program request form. That request shall address criteria set in Coordinating Board rules Section 5.24 (a).

Administrative Information

1. Institution:

Texas A&M University

2. Program Name – Show how the program would appear on the Coordinating Board’s program inventory (e.g., Bachelor of Business Administration degree with a major in Accounting):

Interdisciplinary graduate certificate in international communication and public diplomacy

3. Proposed CIP Code:

4. Brief Program Description – Describe the program and the educational objectives:
The proposed graduate Certificate in (International Communication and Public Diplomacy) is designed to prepare students for careers in government service, academia, and the non-profit world which draw upon the role of media and new media in diplomacy, statecraft, peace-making, and international conflict draws upon existing strengths in public policy, diplomacy, and international relations in the George Bush School of government and Public Service and the strength in global media studies, new media studies, and global communication in the Department of Communication.

This 12 credit hour, interdisciplinary certificate program would be open to students from any graduate degree program at Texas A&M University. It would provide participating graduate students with a menu of courses offered by various departments and colleges that in aggregate offer a more robust curriculum than is currently available in any single department. Because the certificate is designed as an interdisciplinary learning experience, no student would be permitted to include more than two courses from any one department as part of the certificate. No transfer credit from other institutions is allowed.

Number of Semester Credit Hours Required: 12

5. Administrative Unit – Identify where the program would fit within the organizational structure of the university (e.g., The Department of Electrical Engineering within the College of Engineering):
The program is a collaboration between the Department of International Affairs in the Bush School of Government and Public Service and the Department of Communication in the College of Liberal Arts. It will be governed by a faculty committee comprised of members of both departments.

Revised 01.14.2014
6. **Proposed Implementation Date** – Report the first semester and year that students would enter the program:
   Fall semester, 2016.

7. **Contact Person** – Provide contact information for the person who can answer specific questions about the program:

   Name: Randy Kluver
   Title: Associate Professor
   E-mail: rkluver@tamu.edu
   Phone: 979-255-5231

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**Program Information**

**I. Need**

*Note: Complete I.A and I.B only if preliminary authority for the program was granted more than four years ago. This includes programs for which the institution was granted broad preliminary authority for the discipline.*

A. **Job Market Need** – Provide short- and long-term evidence of the need for graduates in the job market.

   This program is not a full degree, but rather a grad certificate and is designed to provide a competitive edge for our students going into diplomatic service or academia. Most advanced nations have developed outreach efforts in public diplomacy, “e-diplomacy,” and even “twitter-diplomacy,” and yet there are few schools which offer the types of training in media, international communication, and social media that are required. The US Department of State has developed a framework called “Diplomacy 2.0” which seeks to engage foreign publics by using the tools of internet communication. In addition, there are multiple institutions now preparing

B. **Student Demand** – Provide short- and long-term evidence of demand for the program.

   The Bush School and the Department of Communication have been working closely in this area for a number of years, with students cross-enrolling in courses that document this need. So we see evidence both from student request, as well as in emerging job opportunities in the US department of state and other organizations.

C. **Enrollment Projections** – Use this table to show the estimated cumulative headcount and full-time student equivalent (FTSE) enrollment for the first five years of the program. *(Include majors only and consider attrition and graduation.)*

<table>
<thead>
<tr>
<th>YEAR</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
</tr>
</thead>
</table>

Revised 01.14.2014
II. Quality

A. Certificate and Degree Requirements – Use this table to show the certificate and degree requirements of the program. *(Modify the table as needed; if necessary, replicate the table for more than one option.)*

<table>
<thead>
<tr>
<th>Category</th>
<th>Semester Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Education Core Curriculum <em>(bachelor’s degree only)</em></td>
<td></td>
</tr>
<tr>
<td>Required Courses</td>
<td>12</td>
</tr>
<tr>
<td>Prescribed Electives</td>
<td>3</td>
</tr>
<tr>
<td>Free Electives</td>
<td>9</td>
</tr>
<tr>
<td>Other <em>(Specify, e.g., internships, clinical work)</em> (if not included above)</td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td>12</td>
</tr>
</tbody>
</table>

B. Curriculum – Use these tables to identify the required courses and prescribed electives of the program, and curriculum as it will appear in the undergraduate and graduate catalog. Note with an asterisk (*) courses that would be added if the program is approved. *(Add and delete rows as needed. If applicable, replicate the tables for different tracks/options as shown in the undergraduate catalog.)*

<table>
<thead>
<tr>
<th>Prefix and Number</th>
<th>Required Courses</th>
<th>SCH</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMM XXX</td>
<td>International Communication and Public Diplomacy</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Prefix and Number</th>
<th>Prescribed Elective Courses</th>
<th>SCH</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMM</td>
<td>Three hours from either:</td>
<td>3</td>
</tr>
</tbody>
</table>

Revised 01.14.2014
COMM 689 Communication and Culture
COMM 663 Seminar in Telecommunication and Media Studies
COMM 460 Gender, Media, and Modernity in East Asia

INTA Six Hours from
INTA 689 Alliance Politics
INTA 601 Leadership in International Affairs
INTA 645 Women and Nations
INTA 689 The Politics and Practice of Democracy
INTA 621 Chinese Foreign Policy
INTA 673 Chinese Domestic Politics
INTA 672 East Asian Security
INTA 655 Evolution of the European Union
INTA 686 Russia and International Politics
INTA 661 NATO: From Military Alliance to Collective Security
INTA 676 International Politics of the Middle East
INTA 675 Religion and Politics in Iran
INTA 674 US Foreign Policy in the Persian Gulf
INTA 671 The Political Economy of the Middle East
INTA The Politics and History of the Arab Spring
INTA 689 The Politics of Egypt
INTA 664 The Middle East State System

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C. **Faculty** – Use these tables to provide information about Core and Support faculty. Add an asterisk (*) before the name of the individual who will have direct administrative responsibilities for the program. *(Add and delete rows as needed.)*

<table>
<thead>
<tr>
<th>Name of Core Faculty and Faculty Rank</th>
<th>Highest Degree and Awarding Institution</th>
<th>Courses Assigned in Program</th>
<th>% Time Assigned To Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kluver, Randy</td>
<td>PhD in Communication</td>
<td>COMM XXX</td>
<td>25%</td>
</tr>
<tr>
<td></td>
<td>University of Southern California</td>
<td>COMM 663</td>
<td></td>
</tr>
<tr>
<td>Gause, Francis G.</td>
<td>PhD, Harvard University</td>
<td>INTA 664</td>
<td>25%</td>
</tr>
<tr>
<td>Professor</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Revised 01.14.2014**
<table>
<thead>
<tr>
<th>Name of Support Faculty and Faculty Rank</th>
<th>Highest Degree and Awarding Institution</th>
<th>Courses Assigned in Program</th>
<th>% Time Assigned To Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wallis, Cara</td>
<td>PhD, Univ of Southern California</td>
<td>COMM 663, COMM 460, COMM 689</td>
<td>10%</td>
</tr>
<tr>
<td>Braman, Sandra</td>
<td>PhD, Univ of Minnesota</td>
<td>COMM 663</td>
<td>10%</td>
</tr>
<tr>
<td>Norris, Will</td>
<td>PhD, MIT</td>
<td>INTA 621, 673, 672</td>
<td>10%</td>
</tr>
<tr>
<td>Thornton, Gabriella</td>
<td>PhD, Univ of Miami</td>
<td>INTA 655, 661</td>
<td>10%</td>
</tr>
</tbody>
</table>

D. Students – Describe general recruitment efforts and admission requirements. How will students be accepted into the program? In accordance with the institution’s Uniform Recruitment and Retention Strategy, describe plans to recruit, retain, and graduate students from underrepresented groups for the program. Students will be informed of the possibility of this interdisciplinary certificate upon entry to the respective graduate programs of each of the departments. In addition, the certificate will be discussed in courses that are already offered by the departments that would count towards credit.

E. Library – Provide the library director’s assessment of library resources necessary for the program. Describe plans to build the library holdings to support the program. The library holdings are already sufficient to support this program, but core and supporting faculty will continue to inform library of new resources in this quickly emerging field.

Revised 01.14.2014
F. **Facilities and Equipment** – Describe the availability and adequacy of facilities and equipment to support the program. Describe plans for facility and equipment improvements/additions.

No need for additional facilities or equipment.

G. **Accreditation** – If the discipline has a national accrediting body, describe plans to obtain accreditation or provide a rationale for not pursuing accreditation.

Not applicable.

H. **Evaluation** – Describe the evaluation process that will be used to assess the quality and effectiveness of the new degree program.

The certificate program will be evaluated on an ongoing basis by Drs. Kluver and Gause, based on student feedback, student placement, and course quality, using measures already in place.

I. **Administration of Program** – Describe how the program will be administered. Where will the program be administered (i.e., department, college)?

As an interdepartmental offering, the program will be administered by a joint faculty committee.

### III. Costs and Funding

**Five-Year Costs and Funding Sources** - Use this table to show five-year costs and sources of funding for the program.

<table>
<thead>
<tr>
<th>Five-Year Costs</th>
<th>Five-Year Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel¹</td>
<td>Reallocated Funds</td>
</tr>
<tr>
<td>Facilities and Equipment</td>
<td>$0</td>
</tr>
<tr>
<td>Library, Supplies,</td>
<td>Anticipated New Formula Funding³</td>
</tr>
<tr>
<td>and Materials</td>
<td>$0</td>
</tr>
<tr>
<td>Other²</td>
<td>Special Item Funding</td>
</tr>
<tr>
<td>Total Costs</td>
<td>$0</td>
</tr>
<tr>
<td></td>
<td>Total Funding</td>
</tr>
</tbody>
</table>

1. Report costs for new faculty hires, graduate assistants, and technical support personnel. For new faculty, prorate individual salaries as a percentage of the time assigned to the program. If existing faculty will contribute to program, include costs necessary to maintain existing programs (e.g., cost of adjunct to cover courses previously taught by faculty who would teach in new program).
2. Specify other costs here (e.g., administrative costs, travel).
3. Indicate formula funding for students new to the institution because of the program; formula funding should be included only for years three through five of the program and should reflect enrollment projections for years three through five.
4. Report other sources of funding here. In-kind grants, "likely" future grants, and designated tuition and fees can be included.

Revised 01.14.2014
Signature Page

1. **Adequacy of Funding** – The chief executive officer shall sign the following statement:

   *I certify that the institution has adequate funds to cover the costs of the new program. Furthermore, the new program will not reduce the effectiveness or quality of existing programs at the institution.*

   __________________________________________________________________________
   Chief Executive Officer                                        Date

2. **Board of Regents or Designee Approval** – A member of the Board of Regents or designee shall sign the following statement:

   *On behalf of the Board of Regents, I approve the program.*

   __________________________________________________________________________
   Board of Regents (Designee)                                      Date of Approval

3. **Board of Regents Certification of Criteria for Commissioner of Assistant Commissioner Approval** – For a program to be approved by the Commissioner or the Assistant Commissioner for Academic Affairs and Research, the Board of Regents or designee must certify that the new program meets the eight criteria under TAC Section 5.50 (b): The criteria stipulate that the program shall:

   1. be within the institution's current Table of Programs;
   2. have a curriculum, faculty, resources, support services, and other components of a degree program that are comparable to those of high quality programs in the same or similar disciplines at other institutions;
   3. have sufficient clinical or in-service sites, if applicable, to support the program;
   4. be consistent with the standards of the Commission of Colleges of the Southern Association of Colleges and Schools and, if applicable, with the standards or discipline-specific accrediting agencies and licensing agencies;
   5. attract students on a long-term basis and produce graduates who would have opportunities for employment; or the program is appropriate for the development of a well-rounded array of basic baccalaureate degree programs at the institution;
   6. not unnecessarily duplicate existing programs at other institutions;
   7. not be dependent on future Special Item funding;
   8. have new five-year costs that would not exceed $2 million.

   *On behalf of the Board of Regents, I certify that the new program meets the criteria specified under TAC Section 5.50 (b).*

   __________________________________________________________________________
   Board of Regents (Designee)                                      Date

*Revised 01.14.2014*