

MEMORANDUM

May 8, 2007

TO: Academic Deans Council

FROM: Dr. Timothy N. Chamblee
UCCC Chair

RE: Change Notice 8

Listed below are curriculum change proposals which have been recommended by the University Committee on Courses and Curricula. Under current procedure, members of the Academic Deans Council may question the approval of these proposals at any time prior to **5:00 p.m.** on May 18, 2007 by contacting the Committee's office (5-0831), or the office of the Vice President for Academic Affairs (5-3742). If no questions have been raised, the proposals will be considered to have been approved automatically.

COURSE PROPOSALS

BUSINESS & INDUSTRY

<p>ADD</p>	<p>GB 4203</p>	<p>Business Internship. (3) (Prerequisites: Approval of Associate Dean for Internal Affairs prior to internship). A minimum of ten weeks consisting of forty hours per week of business or public service experience.</p> <p>Method of Instruction: E Method of Delivery: C.I.P.: 52.0101 24-Character Abbreviation: Business Internship Effective: Fall 2007</p>
<p>MODIFY FROM:</p> <p>TO:</p>	<p>GB 4853</p> <p>GB 4853</p>	<p>Business Policy. (3). (Prerequisite: Graduating senior). Three hours lecture. Administrative process under conditions of uncertainty. Emphasis in integrating knowledge acquired in the functional areas of business administration in formulating administrative policies.</p> <p>Business Policy. (3). (Prerequisite: Graduating senior and MKT 3013, MGT 3114, BIS 3233, and FIN 3123). Three hours lecture. Administrative process under conditions of uncertainty. Emphasis in integrating knowledge acquired in the functional areas of business administration in formulating administrative policies.</p> <p>Effective: Fall 2007</p>

EDUCATION

<p>ADD</p>	<p>COE 3883</p>	<p>Student Leadership in Higher Education. (3) Three hours lecture. Explores development of student leadership and how student leaders have shaped the policies, behaviors, and culture of American society from within higher education institutions.</p> <p>Method of Instruction: C Method of Delivery: F C.I.P.: 13.0406 24-Character Abbreviation: Student Leadership H.Ed.</p> <p>Effective: Fall 2007</p>
<p>ADD</p>	<p>COE 8563</p>	<p>Introduction to Assessment in Student Affairs. (3) Three hours lecture. Introduces the methods and tools used in Student Affairs and higher education assessment; provides opportunities to implement the use of these tolls in specific settings.</p> <p>Method of Instruction: E Method of Delivery: C.I.P.: 13.0406 24-Character Abbreviation: Intro Assesmt Stud Aff</p> <p>Effective: Fall 2007</p>
<p>MODIFY FROM:</p> <p>TO:</p>	<p>EDE 8633</p> <p>EDE 8633</p>	<p>Teaching Writing K-8. (3) Two hours lecture. Two hours laboratory. Methods and materials for teaching writing in the elementary and middle school. Formal and informal writing assessments. Writing across the curriculum.</p> <p>The Teaching of Writing. (3) Two hours lecture. Two hour laboratory. Methods and materials for teaching writing grades K-12. Formal and informal writing assessments. Writing across the curriculum .</p> <p>Effective: Fall 2007</p>

DELETE	TKB 2413	<p>Administrative Office Procedures. (3) (Prerequisite: TKB 1122 or instructor's consent). Three hours lecture. Principles and practices involved in preparation for administrative support positions.</p> <p>Effective: Fall 2007</p>
<p>MODIFY FROM:</p> <p>TKB 3133</p> <p>TO:</p> <p>TKB 3133</p>	<p>TKB 3133</p> <p>TKB 3133</p>	<p>Office Management. (3) (Prerequisite: Junior Standing). Three hours lecture. Planning and directing functions of offices; executive duties, selection and training of office employees; selection of office equipment and supplies.</p> <p>Administrative Management and Procedures. (3) (Prerequisites: TKT 1273 or equivalent and Junior class standing). Three hours lecture. Principles and practices of effective administrative management and procedures. Planning/directing workplace activities, systems and technology; selecting/training employees; developing professional leadership and communication skills.</p> <p>Effective: Fall 2007</p>
<p>MODIFY FROM:</p> <p>TKT 3213</p> <p>TO:</p> <p>TKT 3213</p>	<p>TKT 3213</p> <p>TKT 3213</p>	<p>Call Center Management. (3) (Prerequisite: TKB 4283 and TKB 4543). Three hours lecture. Presents the strategic, financial and tactical knowledge and skill needed to manage an effective and efficient call center.</p> <p>Call Center Management. (3) (Prerequisite: TKT 1273 or equivalent and Junior class standing). Three hours lecture. Presents the strategic, financial and tactical knowledge and skill needed to manage an effective and efficient call center.</p> <p>Effective: Fall 2007</p>

<p>MODIFY FROM:</p>	<p>TKT 8233</p>	<p>Career Planning and Occupational Decision-Making. (3) Three hours lecture. The course examines workforce education, analyzes economic market trends and considers strategies for gathering occupational data for decision-making.</p>
<p>TO:</p>	<p>TKT 8233</p>	<p>Analysis of Workforce Education Programs and Survey Research in Workforce Development. (3) Three hours lecture. An examination of workforce development from national and international perspectives and methods and issues in workforce education survey research. Effective: Fall 2007</p>

ENGINEERING

<p>ADD</p>	<p>GE 1011</p>	<p>Introduction to Engineering for Pre-engineers. (1) One hour lecture. Introduction to engineering disciplines. Overview of techniques for success in engineering including time management, study skills, technical communication, and career planning. Required for pre-engineering majors.</p> <p>Method of Instruction: C Method of Delivery: F C.I.P.: 14.0101 24-Character Abbreviation: Intro to Eng for Pre-Eng</p> <p>Effective: Fall 2007</p>
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DEGREES

AGRICULTURE & LIFE SCIENCES

<p>Add Minor in Food Science</p>	<p>Effective Date: Spring 2007</p>
<p>ADD DEGREE: Master of Science MAJOR: Agriculture CONCENTRATION: Animal and Dairy Sciences</p>	<p>Add a non-thesis option to the Animal and Dairy Sciences Concentration</p> <p>Effective Date: Fall 07</p>

ARTS & SCIENCES

Add Minor in African American Studies	Effective Date: Spring 2007
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EDUCATION

MODIFY Degree: Bachelor of Science Major: Information Technology Services	Change required courses. Effective Date: Fall 2007
MODIFY Degree: Bachelor of Science Major: Technology Teacher Education Concentration: Business Technology	Change required courses. Effective Date: Fall 2007
DELETE Degree: Bachelor of Science Major: Trade and Technical Studies	Delete from Bulletin Effective Date: Spring 2007

AOCE APPROVALS

ARTS & SCIENCES

CO 3423	Feature Writing
CO 3813	Public Relations Case Problems
CO 4253/6253	Elements of Persuasion
CO 4323/6323	Mass Media and Society
GR 3303	Survey of Geospatial Technologies
GR 3313	Introduction to Geodatabases
GR 4303/6303	Principles of GIS
GR 4313/6313	Advanced GIS
GR 4323/6323	Cartographic Science
GR 4333/6333	Remote Sensing of the Physical Environment
PPA 8723	Public Budgeting and Financial Management
PPA 8713	Public Personnel Management
PPA 8833	Systems in Public Administration

EDUCATION

EDE 3123	Early Childhood Education
EDE 3223	Middle Level Education
EDE 3233	Teaching Children's Literature for the Elementary and Middle School Levels
EDF 3333	Social Foundations of Education
EDF 3423	Exploring Diversity Through Writing
EDF 8363	Functions and Methods of Research in Education
EDF 9373	Educational Research Design
RDG 3113	Early Literacy I
RDG 3123	Early Literacy II
RDG 3413	Middle Level Literacy I
RDG 3423	Middle Level Literacy II
TKB 1123	Document Formatting/Information Processing
TKB 2122	Introduction to Database Management
TKB 2132	Introduction Spreadsheet Analysis and Design
TKB 4283/6283	Advanced Office Systems
TKB 4543/6543	Advanced Information Processing
TKB 4563	Introduction to Data Networks
TKB 4583/6583	Graphics and Web Design
TKT 1273	Computer Applications in Education
TKT 3463	Computer Repair and Maintenance
TKT 4143/6143	History and Philosophy of Vocational Education
TKT 4183/6183	Coordination of Part-Time Education
TKT 4263/6263	Diversity in Work and Educational Environments
TKT 4343	Information Technology Project Management
TKT 4713/6713	Authoring for Instruction
TKT 4733/6733	Managing a Multimedia Learning Environment
TKT 4753/6753	Presenting with Media
TKT 4803/6803	Integrating Technology for Meaningful Learning

ENGINEERING

CSE 8413	Visualization
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All of the proposals were approved with the exception of the following:

Proposals**

Dr. Jerome A. Gilbert
Associate Vice President for Academic Affairs

Date

**Please include copies of letters accompanying proposals that are returned to departments.