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BSU Curriculum Forms

Form 1

Curriculum Modification Summary

College: College of Business
Department: Technology, Art, & Design
Proposer: Mahmoud Al-Odeh, PhD
Proposer’s position: Associate Professor
Describe the modification(s) you propose, and how it (/they) will work to students’ advantage. (This description and explanation will be included in Curriculum Report packets forwarded to the Faculty Senate.):

The current Applied Management B.A.S. major requires students to choose a minor to graduate with this degree. The problem is that there are a limited number of online minor options available at BSU. This will impact the student interest in this program and might force them to select on-campus minors, which will extend their expected graduation date. Also, the limited number of minors, in general, and online minors, in specific, limit the career opportunities for the students in the Applied Management program because there are few minors that fit the Applied Management major.

The current Applied Management, B.A.S. major has no required foundation core (lower division courses) and students are accepted into the program based on their previous degree (A.A., A.S., or A.A.S. degree, diploma, or certificate). This acceptance policy creates an issue of having students that are not ready to take upper division courses because they do not have the essential skills/knowledge that they should have before coming into this program. Having no foundation skills will negatively impact their employability and workforce readiness.

After discussing these issues with faculty, advisory board, ATMAE - the accreditation body & current Applied Management students, it is proposed to:

1- Drop the minor from the program requirement
2- Create 13 credits of career-related/ liberal education core to replace the minor. The career related credits can be taken based on student’s career interest and/or with advisor recommendation.
3- Create 17 credits of foundation core to ensure that the Applied Management students have the essential skills that are needed for any Applied Management related job

The changes in the program will better prepare the Applied Management graduates for diverse employment opportunities by taking career-related courses and foundation skills. It also will help in reducing the time-to-graduate by efficiently transferring more credits from two-year colleges and making the major a 2+2 degree. In addition, these changes will improve the employability rate for the Applied Management graduates.
Modifications proposed (specify number of each):
- 1 Course Modification(s) (form 2)
- 1 New Course(s) (form 3)
- 1 Course Drop(s) (form 4)
- 1 Program Modification(s) (form 5)
- 2 New Program(s) (form 6)
- 2 Program Drop(s) (form 7)

The modifications affect (check):
- Liberal Education
- Undergraduate Curriculum
- Graduate Curriculum
- Teacher Licensure Program(s)
BSU Curriculum Forms

Form 5

Program Modification Form

Program to be modified:  Applied Management, B.A.S. major

List all proposed change(s):
1. Foundation core of 17 credits is added to the degree curriculum
2. Combining block I (TADT COMMON CORE) with block II (APPLIED MANAGEMENT CORE) for ease of advising.
3. Dropping the minor requirement
4. Adding a career-related/liberal education core

Reason(s) for the change(s):

The current Applied Management B.A.S. major requires students to choose a minor to graduate with this degree. The problem is that there are a limited number of online minor options available at BSU. This will impact the student interest in this program and might force them to select on-campus minors, which will extend their expected graduation date. Also, the limited number of minors, in general, and online minors, in specific, limit the career opportunities for the students in the Applied Management program because there are few minors that fits the Applied Management major.

The current Applied Management, B.A.S. major has no required foundation core (lower division courses) and students are accepted into the program based on their previous degree (A.A., A.S., or A.A.S. degree, diploma, or certificate). This acceptance policy creates an issue of having students that are not ready to take upper division courses because they do not have the essential skills/knowledge that they should have before coming into this program. Having no foundation skills will negatively impact their employability and workforce readiness.

After discussing these issues with faculty, advisory board, ATMAE - the accreditation body & current Applied Management students, it is proposed to:

1. Drop the minor from the program requirement
2. Create 13 credits of career-related/ liberal education core to replace the minor. The career related credits can be taken based on student’s career interest and/or with advisor recommendation.
3. Create 17 credits of foundation core to ensure that the Applied Management students have the essential skills that are needed for any Applied Management related job

The changes in the program will better prepare the Applied Management graduates for diverse employment opportunities by taking career-related courses and foundation
skills. It also will help in reducing the time-to-graduate by efficiently transferring more credits from two-year colleges and making the major a 2+2 degree. In addition, these changes will improve the employability rate for the Applied Management graduates.

Note: In order to avoid hidden prerequisites, if a course is being dropped from this program (but not from the entire curriculum), please check for which remaining courses may include this dropped course as a prerequisite. Course prerequisites may be found in the online catalog (http://www.bemidjistate.edu/academics/catalog/). Remedies for hidden prerequisites may be found under Curriculum Forms at (http://www.bemidjistate.edu/faculty_staff/faculty_association/forms/).

Note: If a course from another department/program was either added to or dropped from this program, please notify the chair/coordinator of that course's department/program and indicate the following:
The course’s home department/program was notified of the addition or dropping of their course(s) on ___ Nov-29-2016 _____ (date) by ___ email (see the attached) ____________ (mail, email, or phone).

Please check one of the items below:

_____  No comments were received from other programs or departments within one week of the notification.

___ X ____ Comments were received within one week of the notification, and are attached.

Note: If this is a joint program, the signatures of both department chairs (and both deans, if different colleges) must be provided.

Alert: Attach a copy of the current program showing the marked changes.
Please copy the current program from the online catalog (http://www.bemidjistate.edu/academics/catalog/) and paste it into Word. Then use either the Track Changes feature under Tools, or the underline and strikethrough Font feature under Format. (Please note that the Track Changes feature may be easily switched on and off by holding down the Ctrl+Shift+E keys.)
Applied Management, *B.A.S.* major

The Applied Management program is designed to prepare individuals to pursue a variety of technology-related management career paths in business or industry. The program is designed specifically for individuals who typically possess a two-year technical degree and are interested in advancing their professional career. The program permits students to apply their 2-year technical degree credits toward a baccalaureate degree. Coupled with a two-year technical/applied degree providing a focused foundation, students complete junior and senior-level courses covering a broad range of technology and applied management concepts and applications. This breadth provides maximum flexibility for graduates to pursue diverse employment opportunities. Completion of the degree program is available through a web-based distance delivery format. Students should work closely with an advisor to obtain program and course selection information.

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**Required Credits:** 78

**Required GPA:** 2.25

**I REQUIRED FOUNDATION CORE (17 credits)**

COMPLETE THE FOLLOWING COURSES:

- ACCT 1100 Financial Literacy (3 credits)
- ACCT 1101 Principles of Accounting I (3 credits)
- ECON 2000 Markets and Resource Allocation (3 credits)
- ECON 2100 Macroeconomics and the Business Cycle (3 credits)  
  *(Prerequisite: ECON 2000)*
- MATH 1100 Mathematical Reasoning (3 credits)
- TADT 2100 Impact Of Technology, Art, & Design (2 credits)

**II REQUIRED MAJOR CORE (30 credits)**

**I TADT COMMON CORE**

COMPLETE THE FOLLOWING COURSES:

- TADT 3111 Project Management Methodology (3 credits)
- TADT 3267 Economic and Cost Analysis (3 credits)
- TADT 4385 Sustainability and Emerging Technologies (3 credits)
- TADT 4873 Emphasis Related Capstone (3 credits)
- TADT 4878 Quality Assurance (3 credits)

**II APPLIED MANAGEMENT CORE**

COMPLETE THE FOLLOWING COURSES:
• TADT 3100 Principles of Professional Development (3 credits)
• TADT 3112 Leadership in a Team Environment (3 credits)
• TADT 3700 Operations Planning and Control (3 credits)
• TADT 4875 Facilities Management (3 credits)
• TADT 4880 Total Quality Management (3 credits)

III Advisor Approved Career Related Elective Courses (13 credits)
Select 13 Career-related or Liberal Education/ MnTC credits with assistance from a faculty advisor to complete graduation requirements. (10 of these may need to be upper-division credits)

III IV TRANSFER PROFESSIONAL BLOCK

Requires 30 technical transfer credits transferred from an A.S. or A.A.S. degree, diploma or certificate (e.g., Manufacturing Technology, Automation Technology)

A minimum of 30 credits can be transferred from an A.A.*, A.S., or A.A.S. degree, diploma, or certificate. Additional transfer credits will be accepted as general elective credits and will count toward the 120 credit requirement for a bachelor's degree.

* Students transferring an AA degree may also be eligible for this 2+2 program, please see a program advisor.

IV REQUIRED MINOR

Students are to select a minor that has a minimum of 18 credits and contributes to their professional aspirations. The selected minor must have 15 credits unique from their chosen major. The minors listed below are recommended, though students have the option to select any minor offered by the University. Students are encouraged to work with their faculty advisor to select an appropriate minor. Note: When selecting a minor, it should include a minimum of 10 upper division credits to meet the 40 upper division credits required for graduation.

Accounting
Business Administration
Engineering Technology
(Clean Copy)

Applied Management, B.A.S. major

The Applied Management program is designed to prepare individuals to pursue a variety of technology-related management career paths in business or industry. The program is designed specifically for individuals who typically possess a two-year technical degree and are interested in advancing their professional career. The program permits students to apply their 2-year technical degree credits toward a baccalaureate degree. Coupled with a two-year technical/applied degree providing a focused foundation, students complete junior and senior-level courses covering a broad range of technology and applied management concepts and applications. This breadth provides maximum flexibility for graduates to pursue diverse employment opportunities. Completion of the degree is available through a web-based distance delivery format. Students should work closely with an advisor to obtain program and course selection information.

Required Credits: 60
Required GPA: 2.25

I REQUIRED FOUNDATION CORE (17 credits)

COMPLETE THE FOLLOWING COURSES:

- ACCT 1100 Financial Literacy (3 credits)
- ACCT 1101 Principles of Accounting I (3 credits)
- ECON 2000 Markets and Resource Allocation (3 credits)
- ECON 2100 Macroeconomics and the Business Cycle (3 credits)
- MATH 1100 Mathematical Reasoning (3 credits)
- TADT 2100 Impact Of Technology, Art, & Design (2 credits)

II REQUIRED MAJOR CORE (30 credits)

COMPLETE THE FOLLOWING COURSES:

- TADT 3100 Principles of Professional Development (3 credits)
- TADT 3111 Project Management Methodology (3 credits)
- TADT 3112 Leadership in a Team Environment (3 credits)
- TADT 3207 Economic and Cost Analysis (3 credits)
- TADT 3700 Operations Planning and Control (3 credits)
- TADT 4385 Sustainability and Emerging Technologies (3 credits)
- TADT 4873 Emphasis Related Capstone (3 credits)
- TADT 4875 Facilities Management (3 credits)
- TADT 4878 Quality Assurance (3 credits)
- TADT 4880 Total Quality Management (3 credits)
III ADVISOR APPROVED CAREER RELATED ELECTIVE COURSES (13 credits)

Select 13 Career-related or Liberal Education/ MnTC credits with assistance from a faculty advisor to complete graduation requirements. (10 of these may need to be upper-division credits)

IV TRANSFER PROFESSIONAL BLOCK

A minimum of 30 credits can be transferred from an A.A.*, A.S., or A.A.S. degree, diploma, or certificate. Additional transfer credits will be accepted as general elective credits and will count toward the 120 credit requirement for a bachelor’s degree.

* Students transferring an AA degree may also be eligible for this 2+2 program, please see a program advisor.
SUGGESTED SEMESTER SCHEDULE FOR: APPLIED MANAGEMENT, B.A.S.

**Semester 1 Fall**
ACCT 1100  Financial Literacy  3  
ACCT 1101  Principles of Accounting I  3  
MATH 1100  Mathematical Reasoning  3  
TADT 2100  Impact Of Technology, Art & Design  2  

**Semester 2 Spring**
ECON 2000  Markets and Resource Allocation  3  
ECON 2100  Macroeconomics and the Business Cycle  3  
TADT 3112  Leadership in a Team Environment  3  
Advisor Approved Career Related Elective Courses  6  

**Semester 3 Summer**
TADT 3700  Operations Planning & Control  3  
TADT 4385  Sustainability and Emerging Technologies  3  
TADT 4880  Total Quality Management  3  

**Semester 4 Fall**
TADT 3100  Principles of Professional Development  3  
TADT 3111  Project Management Methodology  3  
TADT 3267  Economic and Cost Analysis  3  
Advisor Approved Career Related Elective Courses  6  

**Semester 5 Spring**
TADT 4873  Emphasis Related Capstone  3  
TADT 4875  Facilities Management  3  
TADT 4878  Quality Assurance  3  
Advisor Approved Career Related Elective Courses  5  

BSU Curriculum Forms
Form 6
(Updated: 9.15.15)

New Program Form

Type of Program to be established:
_____M.S.*
_____M.A.*
_____Applied Masters**
_____B.S.
_____B.S./T.L.
_____B.A.
_____Minor
_____Field of Emphasis: Stand Alone
____X_ Other: Certificate

Program name:
Certified Technology Management (CTM) certificate

Reason(s) for new program:
1- Strengthen the Applied Management curriculum by including the needed knowledge as identified by the national organization (the Association of Technology Management and Applied Engineering - ATMAE)
2- Provide opportunity for professional and community members to advance their career
3- Distinguish Applied Management students from other national and international graduates
4- Improve Applied Management students’ employability
5- Make Applied Management students more valuable and marketable in the field
6- Meet industry high standards and ensure that Applied Management students have the needed skills
7- Attract students from other majors who may have interest in the Applied Management field

Student learning outcomes for the program (please use the same format as for other programs in the department):

1. Develop the needed skills to manage a range of technological innovations
2. Practice strategies to implement technological change.
3. Understand different approaches to manage industrial projects.
4. Manage industrial resources such as systems, processes, operations, people, projects, quality, and safety.

How will the student learning outcomes be assessed (e.g., major field test, student portfolio, departmental rubric, department-developed examination questions, etc.)?
The student learning outcomes be assessed through the use of the national Certified Technology Management (CTM) Exam that is administered by the Association of Technology Management and Applied Engineering – ATMAE.

Note: If courses from other departments are required for this program, please notify the chairs of those departments.

N/A No other department involved in delivering this certificate.

The home department/program was notified that this new program will require courses from their area: ______________ (date) by __________________ (mail, email, or phone).

Please check one of the items below:

_____ No comments were received from other programs or departments within one week of the notification.

_____ Comments were received within one week of the notification, and are attached.

Note: If this is a joint program, the signatures of both department chairs (and both deans, if different colleges) must be provided.

Alerts:
- Attach draft catalog copy of proposed program. See the attached
- Contact the Assistant Vice-President for Academic Affairs regarding approval downstate (required for all of the above except for a minor where there is an existing major).

* MS/MA Curriculum proposals for graduate programs must indicate how the program addresses these requirements (in the draft catalog copy or elsewhere):

  a. MnSCU 50% rule: At least one-half of the required credits in a master's degree, exclusive of a thesis, capstone, or similar culminating project, shall be credits restricted exclusively to graduate student enrollment.

  b. Competency Requirement

  c. Written Examination Requirement

**Applied Master’s Degree must address items a-c above, as well as:

  d. How the proposed capstone experience meets the capstone requirements/standards listed in the catalog.
For more information on each of these requirements refer to the current graduate catalog.

CERTIFIED TECHNOLOGY MANAGEMENT (CTM) CERTIFICATE (15 credits)

COMPLETE THE FOLLOWING COURSES:

TADT 3111    Project Management Methodology  3
TADT 3112    Leadership Team Environment     3
TADT 3700    Operations Planning & Control   3
TADT 4878    Quality Assurance                3
TADT 3887    Safety and Risk Management      3

Graduation requirements: You must pass the Certified Technology Management (CTM) exam that is administered by the Association of Technology Management & Applied Engineering (ATMAE). CTM exam is multiple choice examination with questions on Leadership/Self-Management, Systems, Processes, Operations, People, Project, Quality, and Risk.
(Clean Copy of how it will appear in the catalog)

Certified Technology Management (CTM) Certificate cert

Required Credits: 15

I REQUIRED CORE COURSES

COMPLETE THE FOLLOWING COURSES:

- TADT 3111 Project Management Methodology (3 credits)
- TADT 3112 Leadership in a Team Environment (3 credits)
- TADT 3700 Operations Planning and Control (3 credits)
- TADT 4878 Quality Assurance (3 credits)
- TADT 3887 Safety and Risk Management (3 credits)

II GRADUATION REQUIREMENTS

You must pass the Certified Technology Management (CTM) exam that is administered by the Association of Technology Management & Applied Engineering (ATMAE). CTM exam is multiple choice examination with questions on Leadership/Self-Management, Systems, Processes, Operations, People, Project, Quality, and Risk.
BSU Curriculum Forms

Form 6
(Updated: 9.15.15)

New Program Form

Type of Program to be established:
_____M.S.*
_____M.A.*
_____Applied Masters**
_____B.S.
_____B.S./T.L.
_____B.A.
_____Minor
 _____Field of Emphasis: Stand Alone
 _____Field of Emphasis in:
 X_ Other: Certificate

Program name:
Lean Six Sigma (LSS) certificate

Reason(s) for new program:
1. Strengthen the Applied Management curriculum by including the needed knowledge as identified by the national organization (the Association of Technology Management and Applied Engineering - ATMAE)
2. Provide opportunity for professional and community members to advance their career
3. Distinguish Applied Management students from other national and international graduates
4. Improve Applied Management students’ employability
5. Make Applied Management students more valuable and marketable in the field
6. Meet industry high standards and ensure that Applied Management students have the needed skills
7. Attract students from other majors who may have interest in the Applied Management field

Student learning outcomes for the program (please use the same format as for other programs in the department):

1. Develop the needed skills to manage a range of technological innovations
2. Practice strategies to implement technological change.
3. Understand different approaches to manage industrial projects.
4. Manage industrial resources such as systems, processes, operations, people, projects, quality, and safety.
5. Understand the lean management fundamentals
6. Use different techniques to implement lean strategies e.g. Value Stream Mapping
7. Develop the needed skills to perform cost analysis and lean production calculations
8. Practice the strategies for implementing six sigma.

How will the student learning outcomes be assessed (e.g., major field test, student portfolio, departmental rubric, department-developed examination questions, etc.)?

The student learning outcomes be assessed through the use of the national Lean Six Sigma (LSS) certificate exam that is administered by the Association of Technology Management and Applied Engineering – ATMAE.

Note: If courses from other departments are required for this program, please notify the chairs of those departments.

N/A No other department involved in delivering this certificate.

The home department/program was notified that this new program will require courses from their area: __________ (date) by __________________ (mail, email, or phone).

Please check one of the items below:

______ No comments were received from other programs or departments within one week of the notification.

______ Comments were received within one week of the notification, and are attached.

Note: If this is a joint program, the signatures of both department chairs (and both deans, if different colleges) must be provided.

Alerts:
- Attach draft catalog copy of proposed program. See the attached
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* MS/MA Curriculum proposals for graduate programs must indicate how the program addresses these requirements (in the draft catalog copy or elsewhere):

a. MnSCU 50% rule: At least one-half of the required credits in a master's degree, exclusive of a thesis, capstone, or similar culminating project, shall be credits restricted exclusively to graduate student enrollment.

b. Competency Requirement
c. Written Examination Requirement

**Applied Master’s Degree must address items a-c above, as well as:**

d. How the proposed capstone experience meets the capstone requirements/standards listed in the catalog.

For more information on each of these requirements refer to the current graduate catalog.

**Lean Six Sigma (LSS) CERTIFICATE (30 credits)**

**COMPLETE THE FOLLOWING COURSES:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>TADT 3111</td>
<td>Project Management Methodology</td>
<td>3</td>
</tr>
<tr>
<td>TADT 3112</td>
<td>Leadership Team Environment</td>
<td>3</td>
</tr>
<tr>
<td>TADT 3267</td>
<td>Economic &amp; Cost Analysis</td>
<td>3</td>
</tr>
<tr>
<td>TADT 3700</td>
<td>Operations Planning &amp; Control</td>
<td>3</td>
</tr>
<tr>
<td>TADT 3887</td>
<td>Safety and Risk Management</td>
<td>3</td>
</tr>
<tr>
<td>TADT 4867</td>
<td>Lean Principles &amp; Practices</td>
<td>3</td>
</tr>
<tr>
<td>TADT 4879</td>
<td>Service Process Improvement</td>
<td>3</td>
</tr>
<tr>
<td>TADT 4873</td>
<td>Emphasis Related Capstone</td>
<td>3</td>
</tr>
<tr>
<td>TADT 4878</td>
<td>Quality Assurance</td>
<td>3</td>
</tr>
<tr>
<td>TADT 4880</td>
<td>Total Quality Management</td>
<td>3</td>
</tr>
</tbody>
</table>

Graduation requirements: You must pass the Lean Six sigma (LSS) exam that is administered by the Association of Technology Management & Applied Engineering (ATMAE) with green belt level. The ATMAE Lean Six Sigma exam covers 12 main content areas and is further divided into 88 subcategories. The exam is divided into two main parts: the first part consists of 100 multiple choice questions that are worth 1 point each. The second part of the exam is composed of 25 multiple choice questions that require an examinee to solve a production or statistical problem that may take several minutes.
Lean Six Sigma (LSS) Certificate \textit{cert}

Required Credits: 30

I REQUIRED CORE COURSES

COMPLETE THE FOLLOWING COURSES:

- TADT 3111 \textit{Project Management Methodology} (3 credits)
- TADT 3112 \textit{Leadership in a Team Environment} (3 credits)
- TADT 3267 \textit{Economic and Cost Analysis} (3 credits)
- TADT 3700 \textit{Operations Planning and Control} (3 credits)
- TADT 3887 \textit{Safety and Risk Management} (3 credits)
- TADT 4867 \textit{Lean Principles and Practices} (3 credits)
- TADT 4873 \textit{Emphasis Related Capstone} (3 credits)
- TADT 4878 \textit{Quality Assurance} (3 credits)
- TADT 4879 \textit{Service Process/Improvement} (3 credits)
- TADT 4880 \textit{Total Quality Management} (3 credits)

II GRADUATION REQUIREMENTS

You must pass the Lean Six sigma (LSS) exam that is administered by the Association of Technology Management & Applied Engineering (ATMAE) with green belt level. The ATMAE Lean Six Sigma exam covers 12 main content areas and is further divided into 88 subcategories. The exam is divided into two main parts: the first part consists of 100 multiple choice questions that are worth 1 point each. The second part of the exam is composed of 25 multiple choice questions that require an examinee to solve a production or statistical problem that may take several minutes.
BSU Curriculum Forms

Form 8
Updated: 09.18.15

Signatures

Mahmoud Al-Odeh / Associate Professor / 01.30.17
Proposer / Title / Date

Lyle Meulebroeck / School of technology, art & Design Department Chair / 02.03.17
Chair or Director / Department or Program / Date

Note: "All departmental recommendations [on curriculum] must be reviewed and approved by the department's faculty."--IFO/MnSCU Master Agreement 2009-2011, 20.A.3 (p. 80).

At this point, packet goes to Records Office/Curriculum Coordinator to be logged in to the Curriculum Proposal Progress Grid.

Bonnie Higgins / Dean of College of Business / 02.03.17
Dean / College / Date

Note: If proposal is sent back to the Proposer, please notify the Curriculum Coordinator. If approved, packet goes to Academic Affairs Office.
Dear Professors Kivi, Webb, & Graves-

I would like to inform you that the following courses are planned to be used in the BAS Applied Management curriculum. Please let me know if you have any concern that prevents us from using these courses in our AM degree. The courses are:

- ACCT 1100 Financial Literacy (3 credits)
- ACCT 1101 Principles of Accounting I (3 credits)
- MATH 1100 Mathematical Reasoning (3 credits)
- ECON 2000 Markets and Resource Allocation (3 credits)
- ECON 2100 Macroeconomics and the Business Cycle (3 credits)

Looking forward to hear back from you.

Have a magnificent day.

Thank you,

Dr. Mahmoud Al-Odeh, PhD, CSTM, CSTP, QM Master Reviewer
Coordinator of the Applied Management degree
Associate Professor of Manufacturing and Technology Management
School of Technology, Art & Design
College of Business

William Graves

RE: Courses to be used in AM degree

You have my approval.
Paul Kivi
RE: Courses to be used in AM degree

This makes sense to me. Thanks for the heads up, -Paul Kivi

From: Mahmoud ALOdeh
Sent: Tuesday, November 29, 2016 12:20 PM
To: William Graves <WGraves@bemidjistate.edu>; Derek Webb <DWebb@bemidjistate.edu>; Paul Kivi <PKivi@bemidjistate.edu>
Subject: Courses to be used in AM degree

Dear Professors Kivi, Webb, & Graves-

Mahmoud, thank you for this information. My department is happy to see a mathematics course among the courses listed for the AM degree. But, we did want to point out that the curriculum we teach in our MATH 1100, Mathematical Reasoning, class does vary a bit from instructor to instructor. It is a liberal arts mathematics survey class, but there is some variability in topics instructors choose to teach. We are going to have discussions in two weeks about the topics and possibly creating uniformity across the sections. I just wanted to bring this to your attention and can talk more about it if you like.

Best regards,
Derek

From: Mahmoud ALOdeh
Sent: Tuesday, November 29, 2016 12:20:04 PM
To: William Graves; Derek Webb; Paul Kivi
Subject: Courses to be used in AM degree