MEMORANDUM

TO: Undergraduate Curriculum Committee
    Dr. Mark Archambault, Chair

THROUGH: Dr. Hamid Rassoul, Dean
          College of Science

FROM: Dr. Kastro M. Hamed, Department Head
      Education & Interdisciplinary Studies

RE: Request to Change the Requirements for a Course

DATE: February 10, 2016

The Department of Education and Interdisciplinary Studies would like to remove the requirement of “Program Chair Approval” for registration in EDS 1502. That requirement was needed during the duration of the U:each grant, but is no longer necessary. Additionally, without this requirement, we make the course registration more accessible to students who may be interested in its subject matter, i.e. getting a taste of teaching.
REQUEST TO CHANGE THE REQUIREMENTS FOR A COURSE

Any change, addition or removal of any restriction, or change in credit hours or availability for a course requires this form, accompanied by any supporting documentation, be completed and approved as indicated below.

**Florida Institute of Technology**

**REQUEST IS FOR CHANGE IN COURSE**

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**Inquiry Approaches to Teaching**

**Course Title**

**TO BE INCLUDED IN 2016 / 2017 CATALOG**

Course changes are effective beginning with the fall term in which they appear in the University Catalog.

**IS REQUEST FOR A CHANGE IN THE NAME LISTED ABOVE?**

- Yes  
- No  

If yes, requested name  

**IS REQUEST FOR A CHANGE IN CREDITS FOR COURSE LISTED ABOVE?**

- Yes  
- No  

If yes, current credits  

requested credits  

**IS REQUEST TO CHANGE RESTRICTIONS FOR COURSE LISTED ABOVE?**

- Yes  
- No  

If yes, please check all that apply:

- Add  
- Remove  
- Prerequisite  
- Corequisite  

Prefix  

Number  

and  

or  

Prefix  

Number  

and  

or  

**Other restrictions may include changing the grade mode (Pass/Fail, S/U, A/S, E/F), restricting a course already in the system, majors or minors required for registration, or other restrictions. Please enter the complete prerequisite/restriction list as it should appear if this change is approved.**

Remove: Program Chair approval

Please see attached memo.

**APPROVALS: Once appropriate department approvals are completed, submit to the Office of Graduate Programs, or Undergraduate Curriculum Committee Chair for placement on agenda.**

1) **Kaster M. Hamed**  
   
   Date  

2) **Kaster M. Hamed**  
   
   Date  

3) **Dean or Associate Dean**  
   
   Date  

4) Chair, Graduate Council  
   Date  

OR  

Chair, Undergraduate Curriculum Committee  
Date  

**CATALOG & CURRICULUM MANAGER’S USE ONLY**

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