New Course Request

Check Appropriate Boxes: Undergraduate credit [✓] Graduate credit [ ] Professional credit [ ]

1. School/Division: Engineering & Technology/Mechanical Engr
2. Academic Subject Code: ME
3. Course Number: ME 297 (must be cleared with University Enrollment Services)
4. Instructor: TBA
5. Course Title: Engineering Topics

Recommended Abbreviation (Optional)______________________________

(Limited to 32 Characters including spaces)

6. First time this course is to be offered (Semester/Year): Summer 2008

7. Credit Hours: Fixed at__________ or Variable from__________ to__________

8. Is this course to be graded S-F (only)? Yes [ ] No [✗]

9. Is variable title approval being requested? Yes [✗] No [ ]

10. Course description (not to exceed 50 words) for Bulletin publication: Topics of contemporary importance or of special interest that are outside the scope of the standard undergraduate curriculum can be offered temporarily under the selected topics category until the course receives a permanent number.

11. Lecture Contact Hours: Fixed at__________ or Variable from__________ to__________

12. Non-Lecture Contact Hours: Fixed at__________ or Variable from__________ to__________

13. Estimated enrollment: 35 of which 0 percent are expected to be graduate students.

14. Frequency of scheduling: F, Sp, Sum Will this course be required for majors? Yes [ ] No [✗]

15. Justification for new course: It allows offering topics that are not in the curriculum, but are beneficial to engineering students.

16. Are the necessary reading materials currently available in the appropriate library? Yes [ ]

17. Please append a complete outline of the proposed course, and indicate instructor (if known), textbooks, and other materials.

18. If this course overlaps with existing courses, please explain with which courses it overlaps and whether this overlap is necessary, desirable, or unimportant.

19. A copy of every new course proposal must be submitted to departments, schools, or divisions in which there may be overlap of the new course with existing courses or areas of strong concern, with instructions that they send comments directly to the originating Curriculum Committee. Please append a list of departments, schools, or divisions thus consulted.

Submitted by: ____________________ Date: 2-12-08
H. Ir. Akay
Department Chairman
Division Director

Approved by: ____________________ Date: 3-19-08
William Sloan
Dean

Dean of Graduate School (when required) ____________________ Date ____________________

Chancellor/Vice-President ____________________ Date ____________________

University Enrollment Services ____________________ Date ____________________

After School/Division approval, forward the last copy (without attachments) to University Enrollment Services for initial processing, and the remaining four copies and attachments to the Campus Chancellor or Vice-President.
### Instructions

Please check the items below which describe the purpose of this request.

1. New course with supporting documents
2. Add existing course offered at another campus
3. Expiration of a course
4. Change in course number
5. Change in course title
6. Change in course credit/type
7. Change in course attributes (department head signature only)
8. Change in instructional hours
9. Change in course description
10. Change in course requisites
11. Change in semesters offered (department head signature only)
12. Transfer from one department to another

### Proposed

<table>
<thead>
<tr>
<th>Subject Abbreviation</th>
<th>ME</th>
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<tbody>
<tr>
<td>Course Number</td>
<td>297</td>
</tr>
<tr>
<td>Long Title</td>
<td>Engineering Topics</td>
</tr>
<tr>
<td>Short Title</td>
<td></td>
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</tbody>
</table>

#### Abbreviated title will be entered by the Office of the Registrar if omitted. (22 CHARACTERS ONLY)

### Credit Type

| CREDIT TYPE | 1. Fixed Credit Cr. Hrs. | 2. Variable Credit Range
<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>Minimum Cr. Hrs.</td>
<td>1</td>
<td>(Check One) To X Or</td>
</tr>
<tr>
<td>Maximum Cr. Hrs.</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

#### Equivalent Credit

Yes [ ] No [x] [ ]

#### Thesis Credit

Yes [x] No [ ]

### Course Attributes

1. Pass/Not Pass Only
2. Satisfactory/Unsatisfactory Only
3. Repeatable
4. Maximum Repeatable Credit:
5. Credit by Examination
6. Designator Required
7. Registration Approval Type
8. Variable Title
9. Remedial
10. Honors
11. Full Time Privilege
12. Off Campus Experience

#### Delivery Method

Asyn. Or Syn.

#### Delivery Medium

Audio, Internet, Live, Text-Based, Video

#### Instructor

[ ]

### Course Description (Include Requisites)

Pre-requisite: Sophomore standing or consent of instructor.

Topics of contemporary importance or of special interest that are outside the scope of the standard undergraduate curriculum can be offered temporarily under the selected topics category until the course receives a permanent number.

### Campus(ES) Involved

- Calumet [ ]
- Cont Ed [ ]
- N. Central [ ]
- Ft. Wayne [ ]
- Tech Statewide [ ]
- W. Lafayette [x]
- Indianapolis [ ]

### Terms Offered

Check All That Apply:
- Summer [x]
- Fall [ ]
- Spring [x]

### Office of the Registrar

A. Calumet Department Head Date: Calumet School Dean Date:

B. Fort Wayne Department Head Date: Fort Wayne School Dean Date:

C. Indianapolis Department Head Date: Indianapolis School Dean Date:

D. North Central Department Head Date: North Central Chancellor Date:

E. West Lafayette Department Head Date: West Lafayette College/School Dean Date: West Lafayette Registrar Date: