TO: The Faculty of the College of Engineering
FROM: The School of Aeronautics and Astronautics
RE: Deletion of AAE 39500 Undergraduate Seminar

The faculty of the School of Aeronautics and Astronautics have approved the following changes to an existing course. This action is now submitted to the Engineering Faculty with a recommendation for approval.

**AAE 39500 Undergraduate Seminar**
Sem. 1, 2 Cr. 0.
The course is intended to provide a forum for guest speakers, organizational and informational meetings with undergraduates and to provide a venue for assessment.

**Reason:** AAE 20000, 30000 and 40000 level seminar courses have been created and are currently being offered. AAE 39500 is no longer needed as a temporary course. The course is not to be used for future registration.

[Signature]
_Tom I-P. Shih, Professor and Head_
_School of Aeronautics and Astronautics_
### Request for Addition, Expiration, or Revision of an Undergraduate Course

#### DEPARTMENT: Aeronautics and Astronautics

**Effective Session:** Spring 2016

**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
- [X] 3. Expiration of a course
- [ ] 4. Change in course number
- [ ] 5. Change in course title
- [X] 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

- **Subject Abbreviation:**
- **Course Number:** 39500
- **Long Title:** Undergraduate Seminar
- **Short Title:**

Abbreviated title will be entered by the Office of the Registrar if omitted. (30 CHARACTERS ONLY)

## EXISTING

- **Subject Abbreviation:** AAE
- **Course Number:**
- **Long Title:**
- **Short Title:**

## TERMS OFFERED

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

## CAMPUS(ES) INVOLVED

- [ ] Calumet
- [ ] Cont Ed
- [ ] Ft. Wayne
- [ ] Tech Statewide
- [ ] Indianapolis
- [X] W. Lafayette

## CREDIT TYPE

1. Fixed Credit: Cr. Hrs.
2. Variable Credit Range: Minimum Cr. Hrs. (Check One) To Or Maximum Cr. Hrs.
3. Equivalent Credit: Yes [ ] No

## COURSE ATTRIBUTES: Check All That Apply

- [ ] 1. Pass/Not Pass Only
- [ ] 2. Satisfactory/Unsatisfactory Only
- [ ] 3. Repeatable
- [ ] 4. Credit by Examination
- [ ] 5. Fees: [ ] Coop [ ] Lab [ ] Rate Request Include comment to explain fee
- [ ] 6. Registration Approval Type: Department [ ] Instructor
- [ ] 7. Variable Title
- [ ] 8. Honors
- [ ] 9. Full Time Privilege
- [ ] 10. Off Campus Experience

## Cross-Listed Courses

- [ ]
- [ ]
- [ ]

## COURSE DESCRIPTION (INCLUDE REQUISITES/RESTRICTIONS):

- [ ]

## *COURSE LEARNING OUTCOMES:

- [ ]

### Signatures

- **Calumet Department Head**
  - Date: [ ]
- **Calumet School Dean**
  - Date: [ ]
- **Fort Wayne Department Head**
  - Date: [ ]
- **Fort Wayne School Dean**
  - Date: [ ]
- **Indianapolis Department Head**
  - Date: [ ]
- **Indianapolis School Dean**
  - Date: [ ]
- **North Central Faculty Senate Chair**
  - Date: [ ]
- **Vice Chancellor for Academic Affairs**
  - Date: [ ]
- **West Lafayette Department Head**
  - Date: [ ]
- **West Lafayette College/School Dean**
  - Date: [ ]
- **West Lafayette Registrar**
  - Date: [ ]

**OFFICE OF THE REGISTRAR**