

Advising Notes – BAEN

Preregistration for Spring 2016

<p style="text-align: center;">Everyone</p>	<ul style="list-style-type: none"> • The student advising period will be November 2-13. Students need to schedule an appointment to see their faculty advisors during this time. Many faculty will post sign-up sheets for advising appointments outside their office door. Some faculty may not be available these exact dates. • Student files will be sent to faculty advisors prior to advising appointments. Students do NOT need to pick up their folders. • BAEN courses (except BAEN 320) are offered only once per year. Students need to take all required BAEN courses offered in the spring for which they have completed the prerequisites but which they have not yet taken. If there is a time conflict, the lower level course should be taken. • BAEN 301 and 302 are now 3 hour classes. Most degree plans will still require 4 hours for those courses. Students will be required to take 1 additional BAEN class to fulfill those missing hours. Questions or concerns should be directed to Ashlea. • Students must take ENGL 210 to fill the second communication requirement.
<p style="text-align: center;">Blocks</p>	<ul style="list-style-type: none"> • All students: There is a hold placed on your account until you have seen your faculty advisor (NOT Ashlea, NOT Stormy). • If you are below a 2.0 GPR at mid-semester, you will be allowed to pre-register; however, your registration may be cancelled if final grades are not sufficient to warrant continuation. Being allowed to pre-register does NOT imply automatic continuation for the next semester.
<p style="text-align: center;">Advising and registration procedures</p>	<ul style="list-style-type: none"> • Schedule a time to meet with your advisor during advising week. • Read this advising memo and note items that affect you. • Be familiar with your degree plan (use the degree planner in Howdy) and have a preliminary schedule for the spring worked out before the advising meeting. If courses will be taken at another institution and transferred for credit, check with Ashlea regarding compatibility and indicate which courses and the institution on the advising form. • Check your degree audit on Howdy (MyRecord tab, degree evaluation). All courses taken at TAMU or other institutions should be shown. Some courses may be listed in the “Work not applied” area if we have not submitted an adjustment. If a course you took at another institution is not showing anywhere on the audit, then TAMU has not received a transcript for it. • During your assigned registration time that is distributed by the Registrar’s Office, register for the courses recorded on the advising form during your advising meeting. If you need to change these courses, consult with Ashlea or your faculty advisor.
<p style="text-align: center;">Grade requirements</p>	<ul style="list-style-type: none"> • You are required to make a grade of C or better in all engineering, math, and science courses, as well as ENGL 104, for them to count toward your degree. Any of these courses in which you make a D or F must be retaken as soon as possible and must be completed successfully before proceeding to any course for which it is a prerequisite. • If you make a D or F this fall, you likely will have to change your spring schedule before classes start.

Prerequisites	<ul style="list-style-type: none"> • Prerequisite courses are required to ensure students have the necessary background material on which the follow-on course builds. • Prerequisites are required for all of our upper level departmental courses. Failure to complete prerequisite courses in a timely manner may lead to postponement of graduation. In exceptional circumstances, a prerequisite may be waived with the consent of the instructor and advising coordinator (Dr. Smith). If you wish to take a departmental course without having the prerequisites, you MUST fill out the departmental petition, which you can get from Ashlea, obtain the indicated permissions, and return to Ashlea. • If you Q-drop a prerequisite for a departmental course, you will not be allowed to take the departmental course concurrently with or prior to that prerequisite.
U1, U2 and Transfer Students	<ul style="list-style-type: none"> • BAEN 201 is a new course. If you did not take BAEN 150 (Fall 2014), then you ARE REQUIRED to take BAEN 201 Spring 2016. • If you are registering for MEEN 221 or have completed it, you should take BAEN 301 this spring. • You can enroll in MEEN 222 or MSEN 201 (if you are completing the Material Science and Engineering minor) • You need to complete CVEN 305 this spring or summer if you plan to take BAEN 375 next fall.
U3 and U4 Students	<ul style="list-style-type: none"> • Departmental elective courses offered this spring include BAEN 412 (hydraulic power), 465 (biological waste treatment systems), 468 (soil and water conservation), 469 (water quality engineering), and 489 (intro to bioseparations). • Our department does NOT give academic credit for working on a summer job or internship. Following the Co-op precedent, it is possible to do a special project as part of a summer job or internship, write a detailed report over the special project, and receive a maximum of 1 credit of BAEN 485. This MUST be arranged BEFORE the work is done, not afterwards, and requires filling out and filing the standard departmental 485 form. To avoid registering for the summer session, you may register for the BAEN 485 credit for next fall; however, the report will have to be submitted prior to the start of the fall semester. • Recommended electives for various emphasis areas are available on the departmental web site: http://baen.tamu.edu/academics/undergraduates/degree-programs/ • ENDG 407 and 408 will be taught for the last times in Spring and Summer 2016. If you want to take either as a technical elective, now is your chance.
Study Abroad	<ul style="list-style-type: none"> • BAEN 460 and 465 will be offered during 2016 Summer II in the Belgium Environmental Science and Engineering study abroad program. In addition to receiving course credit for these two classes, students participating in the program will receive 6 hours of International and Cultural Diversity credit or may apply the credit toward the International Engineering Certificate.
Minors	<ul style="list-style-type: none"> • A new 15 hour minor in MSEN is available. https://engineering.tamu.edu/materials/academics/degrees/undergraduate/minor • This minor will accept BAEN 354 and BAEN 427 as technical electives. 2 MSEN courses can count towards your engineering/technical electives for BAEN, which just leaves 3 hours that are not applicable to the BAEN degree requirements.

<p style="text-align: center;">Core curriculum requirements</p>	<p>Students are placed in the catalog that was in effect when they started college here or at another institution or in a later catalog. Listed below are differences in core curriculum requirements by catalog:</p> <ul style="list-style-type: none"> • Catalog 129 - requires 2 years high school foreign language, one visual and performing arts, one social and behavioral sciences, POLS 206 and 207, two American history, one KINE 199 (S/U), and one KINE 198 (graded or S/U). Additionally, 6 hours of International and Cultural Diversity (ICD) courses (that can be selected to meet other curriculum requirements) and one writing intensive (W) course are required. • Students in Catalog 130 and later have the same core curriculum requirements as Catalog 129 except that two writing intensive (W) courses are required. • Catalog 137 (2014-2015) and beyond have name changes for core curriculum (now Creative Arts; Language, Philosophy and Culture), and do not require KINE 198/199. All other components remain the same. Please refer to http://core.tamu.edu to ensure you are taking appropriate courses for the newest catalogs. • Writing intensive courses are identified by section numbers in the 900s. ENGR 482 and BAEN 480 are approved as W courses. • Selecting International and Cultural Diversity courses that do not also meet another core curriculum requirement will increase the total number of hours required to graduate.
<p style="text-align: center;">Certificate Programs</p>	<p>The College of Engineering offers several certificate programs that may be of interest to BAEN students:</p> <ul style="list-style-type: none"> • Engineering Therapeutics Manufacturing – requires BAEN 302, BAEN 431, BAEN 471, and BAEN 479. • Business Management Certificate – requires completion of an intensive 120 h course held during three weeks in the summer each year. • Energy Engineering Certificate – requires a minimum of 6 credits in addition to the BAEN curriculum. • Engineering Project Management Certificate – requires a minimum of 6 credits in addition to the BAEN curriculum. • Safety Engineering Certificate – requires a minimum of 6 credits of SENG courses in addition to the BAEN curriculum. • International Engineering Certificate – potentially applicable to students participating in BAEN Study Abroad program and would require an additional 6 credits of ICD courses and 6 credits of 200 level or above foreign language. <p>More information on the various certificate programs can be found on their website: http://engineering.tamu.edu/academics/certificates</p>
<p style="text-align: center;">Faculty</p>	<ul style="list-style-type: none"> • Use the advising forms to record what courses the student will take and to indicate that the student should be unblocked. These forms are kept in the student's file. • Include the UIN (Universal ID Number) on the advising form. • Identify the curriculum and emphasis area, if applicable, that each student plans to follow. Note that emphasis areas are developed by selection of appropriate engineering electives. Recommended electives for emphasis areas are available in the advising notebook and on the departmental web site. • Send student files back to Ashlea to have the advising holds removed from student's accounts. • If you request a student be unblocked by email, also send an advising form so it can be included in the student's file.