MEMORANDUM

DATE: March 1, 2011

TO: Dr. Robert Strawser
Speaker, Faculty Senate

FROM: Dr. David W. Parrott
Chair, Rules and Regulations Committee

SUBJECT: Proposed Revisions to the Texas A&M Student Rules

Attached please find proposed revisions to the Texas A&M University Student Rules as approved by the Rules and Regulations Committee. These changes are for the following section:

10.1
10.2
PROPOSAL TO REVISE
TEXAS A&M UNIVERSITY
STUDENT RULES
2010-2011

EXISTING RULE:

10.1 The course instructor shall provide in writing the following information to the
class during the first class meeting:

- A statement of the nature, scope and content of the subject matter to be covered in the course.
- All course prerequisites as listed in the catalog.
- All required course text and material.
- The grading rule, including weights as applicable for tests, laboratory assignments, field student work, projects, papers, homework, class attendance and participation and other graded activities in the calculation of the
course grade. No such rule should be in contradiction to other provisions of the University Student Rules.

10.2 The student’s semester grade shall be based upon the grading rule statement in 10.1 (above). No such rule should be in contradiction to other provisions of the University Student Rules.

RULE WITH PROPOSED CHANGES:

10.1 The course instructor shall provide in writing the following information to the class during the first class meeting:

- A statement of the nature, scope and content of the subject matter to be covered in the course.
- All course prerequisites as listed in the catalog.
- All required course text and material.
- The grading rule, including weights as applicable for tests, laboratory assignments, field student work, projects, papers, homework, class attendance and participation and other graded activities in the calculation of the course grade. No such rule should be in contradiction to other provisions of the University Student Rules. A Course Syllabus to
students that complies with the most current Minimum Syllabus Requirements of the University. The Minimum
Syllabus Requirements are determined by the University Curriculum Committee, approved by the Faculty Senate and
President, and are available online at the following link http://curriculumservices.tamu.edu/minimum-syllabus-
requirements/

The Course Syllabus shall be provided to the students by posting the syllabus by the first class period on the Howdy
Portal. The Course Syllabus should be discussed on the first day of class and students should be made aware of
the location that the syllabus may be found.

10.2 The student’s semester grade shall be based upon the grading rule statement in the 10.1 (above). No such rule
should be in contradiction to other provisions of the University Student Rules. A policy statement in the Course Syllabus.
Nothing in the Course Syllabus may be in contradiction to the University Minimum Syllabus Requirements or the
University Student Rules.

Justification:

First, I do not find an explicit statement in the current student rules that require course instructors to provide a
syllabus. It is certainly strongly implied from the combination of the current wording of rule 10.1 and the existence of
University-wide Minimum Syllabus Requirements. The connection relies upon the fact that the grading rule stipulations
and other bulleted items in 10.1 also exist in the Minimum Syllabus Requirements. However, there are many other
elements included in the Minimum Syllabus Requirements that are not mentioned in student rule 10.1.
Second, I think it is time that we have an option for providing the course syllabus to students in electronic form. I know
that this is not expressly prohibited by the current language, but neither is it clear that this is permissible. At least my
"safest" interpretation of the statement "shall provide in writing the following information to the class during the first class meeting" is to tell faculty that I believe the sure-fire way to meet this requirement is to hand out paper copies.

Proposed By:
- Name: Harry A. Hogan
- Department: Mechanical Engineering
- Phone: 979.845.1538
- Mailstop/Mailing Address: 3123 TAMU
- E-mail: hhogan@tamu.edu