December 4, 2008

MEMORANDUM

TO: Herbert Rabin  
   Interim Dean, A. James Clark School of Engineering

FROM: Phyllis Peres  
       Associate Provost for Academic Planning and Programs

SUBJECT: Proposal to modify the Minor in Project Management (PCC log no. 08030)

Your proposal to modify the curriculum of the Minor in Project Management has been administratively approved. A copy of the approved proposal is attached.

The changes are effective Spring 2009. The College should ensure that the changes are fully described in the Undergraduate Catalog and in all relevant descriptive materials, and that all advisors are informed.

CWR/

Enclosure

cc: Carmen Balthrop, Chair, Senate PCC Committee  
    Sarah Bauder, Office of Student Financial Aid  
    Reka Montfort, University Senate  
    Barbara Hope, Data Administration  
    Denise Nadasen, Institutional Research & Planning  
    Anne Turkos, Archives  
    Linda Yokoi, Office of the Registrar  
    Scott Wolpert, Undergraduate Studies  
    Gary Pertmer, A. James Clark School of Engineering  
    John Cable, Project Management, Civil & Environmental Engineering
THE UNIVERSITY OF MARYLAND, COLLEGE PARK
PROGRAM/CURRICULUM PROPOSAL

DIRECTIONS:
- Provide one form with original approval signatures in lines 1 - 4 for each proposed action. Keep this form to one page in length.
- Early consultation with the Office of the Associate Provost for Academic Planning & Programs is strongly recommended if there are questions or concerns, particularly with new programs.
- Please submit the signed form to Claudia Rector, Office of the Associate Provost for Academic Planning and Programs, 1119 Main Administration Building, Campus.
- Please email the rest of the proposal as an MSWord attachment to pcc-submissions@umd.edu.

DATE SUBMITTED: 25 August, 2008

COLLEGE/SCHOOL: A.J. Clark School of Engineering

DEPARTMENT/PROGRAM: Civil & Environmental Engineering / Project Management Program

PROPOSED ACTION (A separate form for each) ADD X DELETE _____ CHANGE _____

DESCRIPTION (Provide a succinct account of the proposed action. Details should be provided in an attachment.)

ENCE 424 Communications for Project Managers (3) PM Minors and CE&E Majors only, or department permission. The fundamentals of communications for project managers. Emphasis on interpersonal and group communications, communication through voice, electronic, and written messages, project cycle and reports and presentations during this cycle, and communications for employment.

JUSTIFICATION/REASONS/RESOURCES (Briefly explain the reason for the proposed action. Identify the source of new resources that may be required. Details should be provided in an attachment.)

As a result of evaluating recommendations from the CE&E Board of Visitors, publications by the American Society of Civil Engineers, students, and employers we have decided to add a class in communications to the PM minor. This course will replace ENCE 425 Decision Analysis as a required course in the PM Minor. Students that have taken 425 will be grandfathered into qualifying for the minor. This course will be taught by existing faculty and will not require additional resources.

APPROVAL SIGNATURES - Please print name, sign, and date

1. Department Committee Chair Charles W. Schwartz Charles W. Schwartz 10/6/08

2. Department Chair 10/7/08

3. College/School PCC Chair 11/6/08

4. Dean 1/Dec 08

5. Dean of the Graduate School (if required)

6. Chair, Senate PCC

7. Chair of Senate

8. Vice President for Academic Affairs & Provost Phyllis A. Reses 12/4/08

VPAAP 8-05
Curriculum Comparison
Undergraduate Minor in Project Management

Original Curriculum
1. ENCE 320 Introduction to Engineering Project Management
2. ENCE 421 Legal Aspects of Engineering Practice
3. ENCE 422 Project Cost Accounting & Economics
4. ENCE 423 Project Planning, Scheduling, & Control
5. ENCE 425 Decision Analysis for Engineering

Proposed Curriculum
1. ENCE 320 Introduction to Engineering Project Management
2. ENCE 421 Legal Aspects of Engineering Practice
3. ENCE 422 Project Cost Accounting & Economics
4. ENCE 423 Project Planning, Scheduling, & Control
5. ENCE 424 Communications for Project Managers

The only change is that we are replacing ENCE 425 with ENCE 424. This change came about as a result of input and advice from the CE&E Board of Visitors and consultation with the CE&E Committee on Undergraduate Education and students enrolled in the Project Management Minor.