CBM030 ADD/CHANGE FORM

Undergraduate Council [ ]
New Course [ ]
Course Change [ ]
Graduate/Professional Studies Council [ ]
New Course [ ]
Course Change [ ]
Core Category: [ ]
MODE [ ]
Effective Fall 2006 [ ]

1. Department: Communication
College: CLASS

2. Person Submitting Form: Mike Ryan
Telephone: 3-2887

3. Course Information on New/Revised course:
   - Instructional Area / Course Number / Long Course Title:
     COMM 3369 / Public Relations Writing
   - Instructional Area / Course Number / Short Course Title (30 characters max.)
     COMM 3369 / WRITING
   - SCH: 3.00
   - Level: JR
   - CIP Code: 09.0402.00.01
   - Lect Hrs: 3
   - Lab Hrs: 0

4. Qualification for adding/changing course:
   - To provide appropriate foundation for course

5. Was the proposed revised course previously offered as a special topics course? [ ] Yes [ ] No
   - If Yes, please complete:
     - Instructional Area / Course Number / Long Course Title:
     - Content ID: ______ Start Date (yyyyy): ______

6. Is this course offered for undergraduate credit only? [ ] Yes [ ] No

7. Authorize Degree Program(s): Communication [ ]
   - Does this course affect major/minor requirements in the College/Department? [ ] Yes [ ] No
   - Does this course affect major/minor requirements in other Colleges/Departments? [ ] Yes [ ] No
   - Are special fees attached to this course? [ ] Yes [ ] No
   - Can the course be repeated for credit? [ ] Yes [ ] No

8. Grade Option: Letter (A, B, C, etc.) [ ] Instruction Type lecture [ ]

9. If this form involves a change to an existing course, please obtain the following information from the course inventory: Instructional Area / Course Number / Long Course Title:
   - COMM 3369 / Public Relations Writing
   - Start Date (yyyyy): ______
   - Contempt ID: 294166

10. Proposed Catalog Description:
    - [See below]

11. Dean’s Signature: _______ Date: ________

Prepared by: John Anne

Preparing memoranda, releases, reports, publicity features, public service announcements, speeches, and other specialized writing.

- Created on 9/5/2005 12:29:03 PM -