CBM003 ADD/CHANGE FORM

Undergraduate Council  New Course  Course Change
Core Category: ______ Effective Fall 2013

Graduate/Professional Studies Council
New Course  Course Change
Effective Fall 2013

1. Department: School of Theatre & Dance  College: CLASS

2. Faculty Contact Person: Teresa Chapman  Telephone: 713-297-1529  Email: tchapman2@uh.edu

3. Course Information on New/Revised course:
   • Instructional Area / Course Number / Long Course Title:
     DAN / 4332 / Business & Financial Management in the Arts
   • Instructional Area / Course Number / Short Course Title (30 characters max.)
     DAN / 4332 / BUSINESS & FINANCE-ARTS
   • SCH: 3.00  Level: SR  CIP Code: 5003010003  Lect Hrs: 3.0  Lab Hrs: 0

4. Justification for adding/changing course: To incorporate new developments in discipline

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:
     ______/_______/_______
   • Course ID: ______  Effective Date (currently active row): ______

6. Authorized Degree Program(s): B.A. in Dance
   • 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
   • Can the course be repeated for credit? □ Yes  □ No (if yes, include in course description)

7. Grade Option: Letter (A, B, C, ...)     Instruction Type: lecture ONLY
   (Note: Lect/Lab info. must match item 3, above.)

8. 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
   ______/_______/_______
   • Course ID: ______  Effective Date (currently active row): ______

9. Proposed Catalog Description: (If there are no prerequisites, type in "none").
   Cr: 3. (T.U).  Prerequisites: None  Description (30 words max.): Overview of financial management
   skills related to budget development and management. Additional topics include financial planning,
   bookkeeping, and accounting systems appropriate for independent artists and small nonprofit
   organizations.

10. Dean’s Signature: _________________________________ Date: ______/____/____

   Print/Type Name: Sarah Fishman

- Created on 9/9/2012 8:58:00 PM -