CBM003 ADD/CHANGE FORM

-or-

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

1. Department: Accounting and Taxation  College: BUS
2. Faculty Contact Person: Joaquin Diaz-Saiz  Telephone: 34713  Email: jdiaz-saiz@uh.edu
3. Course Information on New/Revised course:
   • Instructional Area / Course Number / Long Course Title:
     GENB / 5303 / Professional Accounting Communication
   • Instructional Area / Course Number / Short Course Title (30 characters max.)
     GENB / 5303 / PROF ACCT COMMUNICATION
   • SCH: 3.00  Level: SR  CIP Code: 5203010016  Lect Hrs: 3  Lab Hrs: 0
4. Justification for adding/changing course: Successfully taught as a selected topics 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:
     GENB / 5397 / Prof Communication-Today's Business Environment
   • Course ID: 023454  Effective Date (currently active row): 8272012
6. Authorized Degree Program(s): Certificate in Accounting Program
   • 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. (3-0). Prerequisites: an undergraduate degree.  Description (30 words max.): Strategies to increase the effectiveness of oral and written communication to accounting information stakeholders.
10. Dean's Signature: __________________________ Date: 10-10-12

Print/Type Name: Teri Elkins Longacre