CBM003 ADD/CHANGE FORM

1. Department: Marketing and Entrepreneurship  College: BUS
   Faculty Contact Person: Joaquin Diaz-Saiz  Telephone: 34713  Email: jdiaz-saiz@uh.edu

2. Course Information on New/Revised course:
   - Instructional Area / Course Number / Long Course Title:
     GENB / 3301 / Connecting College to Business
   - Instructional Area / Course Number / Short Course Title (30 characters max.)
     GENB / 3301 / CONNECTING COLLEGE TO BUSINESS
     SCH: 3.00  Level: JR  CIP Code: 52.0101.00 16  Lect Hrs: 3  Lab Hrs: 0

3. Justification for adding/Changing course: To more accurately reflect course content/level

4. 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): _____

5. Authorized Degree Program(s): BBA
   - 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)

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

7. 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
   GENB / 3301 / Effectiveness Skills
   - Course ID: 23427  Effective Date (currently active row): 8241998

8. Proposed Catalog Description: (If there are no prerequisites, type in "none").
   Cr: 3. (3–0).  Prerequisites: ENGL 1304 or equivalent and classified as a non-business major. Credit not given for both GENB 3302/2301 and GENB 3301. Description (30 words max.): Effective communication and professional skills and exploration of business careers for non-business majors.
   Students who change their major to business with credit for GENB 3301 may substitute it for GENB 3302/2301 as long as they meet the business writing evaluation requirement.

9. Dean's Signature: __________________________  Date: 11-30-12

Print/Type Name: Teri Elkins Longacre

- Created on 10/30/2012 5:11:00 PM -