

## CBM003 ADD/CHANGE FORM

Undergraduate Council  
 New Course  Course Change  
 Core Category: NONE Effective Fall 2008

or

Graduate/Professional Studies Council  
 New Course  Course Change  
 Effective Fall     

1. Department: HDCS College: TECH
2. Person Submitting Form: Carole Goodson Telephone: 3-4046
3. Course Information on New/Revised course:
- Instructional Area / Course Number / Long Course Title:  
TRDE / 3310 / Introduction to Career Development and Planning
  - Instructional Area / Course Number / Short Course Title (30 characters max.)  
TRDE / 3310 / Career Development & Planning
  - SCH: 3.00 Level: SR CIP Code: 52.1005 Lect Hrs: 3 Lab Hrs: 0

RECEIVED SEP 11 2007

APPROVED APR 16 2008

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:  
HDCS / 4396 / Career Path Planning
  - Content ID: 298578 Start Date (yyyy3): 20062

6. Is this course offered for undergraduate credit only?  Yes  No
7. Authorized Degree Program(s): BS in CSM
- 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 ...) 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  
 \_\_\_ / \_\_\_ / \_\_\_
- Start Date (yyyy3): \_\_\_\_\_ Content I.D.: \_\_\_\_\_

10. Proposed Catalog Description: (If there are no prerequisites, type in "none".)  
 Cr: 3. (3-0). Prerequisites: Junior Standing or consent of instructor, Description (30 words max.):  
Overview of the processes needed to facilitate career development and planning for individual fulfillment and workforce enhancement in the training and development environment.

11. Dean's Signature: \_\_\_\_\_ Date: 9/10/07  
 Print/Type Name: Fred Lewallen