

UC 1124810F

CBM003 ADD/CHANGE FORM

APPROVED MAR 23 2011

Undergraduate Council
 New Course Course Change
 Core Category: _____ Effective Fall 2011

or

Graduate/Professional Studies Council
 New Course Course Change
 Effective Fall 2011

1. Department: COMM College: CLASS
 2. Faculty Contact Person: Julie B. Fix Telephone: 3-3728 Email: jbfix@central.uh.edu

3. Course Information on New/Revised course:
 • Instructional Area / Course Number / Long Course Title:
COMM / 4114 / Business Reporting
 • Instructional Area / Course Number / Short Course Title (30 characters max.)
COMM / 4114 / BUSINESS REPORTING
 • SCH: 1.00 Level: SR CIP Code: 09.0401.00 01 Lect Hrs: 1 Lab Hrs: 0

RECEIVED OCT 15 2010

4. Justification for adding/changing course: To delete course from inventory
 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., 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
 • 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
COMM / 4114 / Business Reporting
 • Course ID: 16498 Effective Date (currently active row): 08/23/2010

9. Proposed Catalog Description: (If there are no prerequisites, type in "none".)
 Cr: 1. (1-0). Prerequisites: At least a C+ in COMM 2310 or COMM 3361 or COMM 3369. Description (30 words max.): Reporting and writing of business and financial news, including practical field experience.

10. Dean's Signature: _____ Date: 12/14/10
 Print/Type Name: Sarah Fishman