CBM003 ADD/CHANGE FORM

Undergraduate Committee
☐ New Course ☒ Course Change
Core Category: NONE Effective Fall 2014

or

☐ Graduate/Professional Studies Committee
☐ New Course ☐ Course Change
Effective Fall 2014

1. Department: HDFS College: TECH

2. Faculty Contact Person: Holly Hutchins Telephone: 3-4059 Email:hmhutchins@uh.edu

3. Course Information on New/Revised course:
   - Instructional Area / Course Number (*see CBM003 instructions) / Long Course Title:
     HRD / 4351 / Instructional Design for the Training Environment
   - Instructional Area / Course Number / Short Course Title (30 characters max.)
     HRD / 4351 / INSTRUCTIONAL TRAINING DESIGN
   - SCH: 3.00 Level: SR CIP Code: 52.1005.00.16 Lect Hrs: 3 Lab Hrs: 0
   - Term(s) Course is Offered (*see CBM003 instructions about selection): Fall

4. Justification for adding/changing course: To more accurately reflect course content/level

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): HRDBS
   - 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. *See CBM003 instructions.)

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
   HRD / 4351 / Instructional Strategies and Design for the Training Environment
   - Course ID: 44416 Effective Date (currently active row): 8222011

9. 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.):
   Systematic planning and development of instructional programs for learning and performance improvement.

10. Dean's Signature: ___________________________ Date: 10/6/13

Print/Type Name: Fred Lewallen, Associate Dean for Academic Affairs