Proposal to Change a Course

**NOTE:** All gray text boxes must be completed (even if you just put N/A into them), otherwise the committee must consider the form incomplete.

1. Department: **Communication**

2. Course Number and Title: **COMM 211 Oral Interpretation**

3. Semester and year when the course change(s) will go into effect: **Fall 2011**

4. Change(s) Desired (Note: if more than 2 items listed under “Typical changes handled by this form” in Guidelines for Planning to Change a Course, then a New Course form must be completed):

   **Add the following text at the end of the course description:** "Note: This course does not count toward major or minor requirements."

5. Justification for Change(s):

   **After our degree programs are revised, this course will longer meet the requirements of our major or minor programs. The course will continue to be offered on occasion as a free elective and to support the SNAP program.**

6. Is this course to be added to the Degree Requirements of a Major, Minor, Concentration or List of Approved Electives?
   a) [ ] yes  [x] no

   b) If yes, complete the Change Degree Requirements form(s) and list the name(s) of the major, minor, concentration and/or list of approved electives here:

   

7. Is the course part of any other degree or program? Please consult the most up to date undergraduate catalog and search for uses of the course to see who should be contacted. If yes, what department/program? Please contact the department chair/program director and request a note or email that they are aware of the proposed change and include that note with the proposal.

   **No other department is affected by this change.**
Proposal to Change a Course

8. Signature of Department Chair or Program Director:

________________________________________

Date: __________________________

9. Signature of Dean of School:

________________________________________

Date: __________________________

10. Signature of Curriculum Committee Chair:

________________________________________

Date: __________________________

11. Signature of Faculty Senate Secretary:

________________________________________

Date Approved by Senate: __________________________

Completed form should be sent by the Faculty Senate Secretary to the Registrar. After implementation, information concerning the passed course and program changes will be provided by the Registrar to all faculty and staff on campus.