CBM003 ADD/CHANGE FOR...  

- 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 / 4340 / Introduction To Training And Development  
   - Instructional Area / Course Number / Short Course Title (30 characters max.):  
     TRDE / 4340 / INTRO TO TRAINING & DEVELP  
   - SCH: 3.00  
   - Level: SR  
   - CIP Code: 52.0205  
   - Lect Hrs: 3  
   - Lab Hrs: 0  

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:  
     ___ / ___ / ___  
   - Content ID: ___  
   - Start Date (yyyy3): ___  

6. Is this course offered for undergraduate credit only?  
   • Yes  
   • No  

7. Authorized Degree Program(s): BS, Consumer Science and Merchandising  
   - 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  
   - TRDE / 4340 / Training Techniques for Supervisors  
   - Start Date (yyyy3): 20032  
   - Content I.D.: 296336  

10. Proposed Catalog Description: (If there are no prerequisites, type in "none").  
    CR: 3. (3-0). Prerequisites: HDCS 3300, ITEC 3340, or department approval  
    Description (30 words max.): Developing training philosophy, techniques, programs, and evaluating training results.  

11. Dean’s Signature:  
    Date: 01/5/07  

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