CBM003 ADD/CHANGE FORM

☑ Undergraduate Council
☐ New Course ☑ Course Change

Core Category: ______ Effective Fall 2011

or

Graduate/Professional Studies Council
☐ New Course ☐ Course Change
Effective Fall ______

1. Department: HDCS  College: TECH

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

3. Course Information on New/Revised course:
   - Instructional Area / Course Number / Long Course Title:
     HRD / 4351 / Instructional Strategies and Design for Human Resource Development
   - Instructional Area / Course Number / Short Course Title (30 characters max.)
     HRD / 4351 / INSTRUCTIONAL STRATEGIES HRD
   - SCH: 3.00  Level: SR  CIP Code: 52.1005  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:
     ______ / ______ / ______
   - Course ID: ______  Effective Date (currently active row): ______

6. Authorized Degree Program(s): Human Resource Development
   - 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
   TRDE / 4351 / Instructional Strategies and Design for Training and Development
   - Course ID: 44429  Effective Date (currently active row): 8212006

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.):
   Applications of instructional strategies and design in an organizational training environment.

10. Dean’s Signature: ____________________________  Date: 08/1/10
    Print/Type Name: Fred Lewallen, Associate Dean for Academic Affairs

- September 16, 2009 update -