

UC 12491 13F

CBM003 ADD/CHANGE FORM

APPROVED JAN 23 2014

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: HRMA College: HRM
2. Faculty Contact Person: NANCY GRAVES Telephone: 713-743-2426 Email: ngraves@uh.edu
3. Course Information on New/Revised course:
 - Instructional Area / Course Number (*see CBM003 instructions) / Long Course Title:
HRMA / 2350 / Managing in the Service Environment
 - Instructional Area / Course Number / Short Course Title (30 characters max.)
HRMA / 2350 / MANAGING IN SERVICE ENVIRONMNT
 - SCH: 3.00 Level: SO CIP Code: 52.0901.00 16 Lect Hrs: 3 Lab Hrs: 0
 - Term(s) Course is Offered (*see CBM003 instructions about selection):
Fall, Spring, Summer
4. Justification for adding/changing course: To reflect change in prerequisite course
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): BS
 - 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
HRMA / 2350 / Managing in the Service Environment
 - Course ID: 45391 Effective Date (currently active row): 8252008
9. Proposed Catalog Description: (If there are no prerequisites, type in "none".)
Cr: 3. (3-0). Prerequisites: HRMA 1101 Description (30 words max.): Application of service concepts within the hospitality industry. Guest services, building customer loyalty, service quality, and advanced service methods.

RECEIVED OCT 15 2013

10. Dean's Signature: _____ Date: 10/11/13
Print/Type Name: Carl Boger