PROPOSAL FOR COURSE CHANGE

To: Curriculum Committee

From: Department of Art

Date submitted: September 23, 2008

Request for: Course change___x_____Course deletion_____Course
addition_____
(Excluding course credit hour changes)

Submitted by: Dr. Cathy Caldwell

Approved by: Department Head: *Cathy Caldwell*
              Dean of School *S. Duncan*

Reviewed by: Registrar: *Tammy Rhodes*
              Vice President:

If this is a deletion or other minor change, describe and give rationale.

For advising clarity the word "Spring" will be added to the description
I.   Catalog description:

Number: Art 4243

Title for Catalog: Professional Portfolio Preparation for Graphic Designers *Dr. Caldwell*

*Title for Course Inventory (24 characters): Graphics Portfolio *KR per Dr. Caldwell*

Description: Spring. Prerequisites: Art 1503, 2213, 3203, 3233, Sophomore Review. The
purpose of this course is to prepare the student for entry into the professional world through
development of a resume and the assembly of their work into a portfolio.

Effective date or term: 2009

*Course fees: $36 *(existing fee) per*

II.   Justification and feasibility of course: This course is already in the catalog.

   A. What is the need for this course? Who will take it?

   B. How does it relate to other work being offered by your department? Is there an
       overlap with other courses in the department?

   C. Is this course part of any general plan of development within your department?

app CC 11/14/08
app FS 12/3/08

C. Is this course part of any general plan of development within your department? Explain.

D. How often will the course be offered? Spring

E. How will the course be staffed? Present faculty

F. When applicable, state with which departments you have specifically coordinated this change? (If unable to identify coordinating departments that change affects, Academic Affairs can offer assistance in identifying course use.)

List Department Head/ Program Director Consulted: (Add to list as needed)	Indicate Support for Proposal (yes/no)	Date:
1.		
2.		
3.		
4.		
5.		

If no, please attach explanation from responding Department Head indicating why they do not support the proposal.

*Note: Each new course proposal must include a short explanation describing how the new course integrates with the assessment process of the department in which the course will be taught.

*Updated 8/1/04
**Updated 9/1/05