

UCC Document # 95

College Document # \_\_\_\_\_

Review Type:    Edit    Exp    Full**CATALOG YEAR 2012-2013**COLLEGE/SCHOOL/SECTION:   ARSSB  Course: Add:    Delete:     
(check all that apply) Change: Number    Title    SCH    Description   X   Prerequisite   X  

If new, provide Course Prefix, Number, Title, **Measurable** Student Learning Outcomes, SCH Value, Description, prerequisite, and lecture/lab hours if applicable. If in current online catalog, provide change and attach text with changes in red and provide a brief justification.

BA 3301

Professional Written Communications

An interdisciplinary study and practice of the fundamental communication principles for memoranda, letter, and report writing. Emphasis is placed on clear, accurate, and concise writing in a variety of professional settings. Prerequisites: ENGL 1301 and ENGL 1302, and ~~MIS 1305.~~

**JUSTIFICATION:**   Voted on and approved by the ARSSB to be in compliance with changes in the University computer literacy requirements.  

Approvals:

	Signature	Date
Chair Department Curriculum Committee	<u>Robert E. Ely</u>	<u>2/2/2012</u>
Chair Department	<u>S. Ginnivason</u>	<u>2/2/12</u>
Chair College Curriculum Committee	<u>Robert E. Ely</u>	<u>2/2/2012</u>
Dean	<u>R. Stephen Sears</u>	<u>2/2/2012</u>

04/2011