

ORIGINATOR'S SECTION:

1. College: College of Arts & Sciences Desired Term: Starting Spring 2005 of Fall 2004

2. Current Course abbreviation and Number: HD361

TYPE OF CHANGE(S). Check all that apply.

Course Number Change	<input type="checkbox"/>	Delete Prerequisite	<input type="checkbox"/>	Other Prerequisite Change	<input type="checkbox"/>
Course Title Change	<input type="checkbox"/>	Add Corequisite	<input type="checkbox"/>	Grading Method Change	<input type="checkbox"/>
Unit Value Change	<input type="checkbox"/>	Delete Corequisite	<input type="checkbox"/>	Mode of Instruction Change (C/S Number)	<input type="checkbox"/>
Description Change	<input type="checkbox"/>	Add Consent for Enrollment	<input checked="" type="checkbox"/>	Consider for G.E. If yes, also fill out appropriate GE form.	<input type="checkbox"/>
Add Prerequisite	<input checked="" type="checkbox"/>	Delete Consent for Enrollment	<input checked="" type="checkbox"/>	Cross-list	<input type="checkbox"/>

Information in this section – both current and new – is required only for items checked () above.

NEW INFORMATION:

Course abbreviation and Number:

CURRENT INFORMATION:

3. Title: Introduction to Interpersonal, Interviewing, and Interaction Skills		Title: <i>(Titles using jargon, slang, copyrighted names, trade names, or any non-essential punctuation may not be used.)</i>
4. Abbreviated Title for Banner <i>(no more than 25 characters):</i> Intro to Interps & Interviewing		Abbreviated Title for Banner: <i>(no more than 25 characters, including spaces)</i>
5. Number of Units: 3		Number of Units:
6. Catalog Description: Provides basic training in the interpersonal skills integral to counseling-related careers.		Catalog Description: <i>(Not to exceed 80 words; language should conform to catalog copy. Please consult the catalog for models of style and format; include all necessary information regarding consent for enrollment, pre- and/or corequisites, repeated enrollment, crosslisting, as detailed below. Such information does not count toward the 80-word limit.)</i> Provides basic training in the interpersonal skills integral to counseling-related careers. <u>Prerequisite: Consent of instructor</u>
7. Mode of Instruction* <i>(See pages 17-23 at http://www.calstate.edu/cim/data-elem-dic/APDB-Transaction-DED-SectionV.pdf for definitions of the Course Classification Numbers)</i>		
Type of Instruction	Number of Credit Units	Instructional Mode (Course Classification Number)
Lecture		
Activity		
Lab		
8. Grading Method:*		
Normal (N) <i>(Allows Letter Grade +/-, and Credit/No Credit)</i>		
Normal Plus Report-in-Progress (NP) <i>(Allows Letter Grade +/-, Credit/No Credit, and Report-in-Progress)</i>		
Credit/No Credit Only (C)		
Credit/No Credit or Report-in-Progress Only (CP)		
Grading Method:*		
Normal (N) <i>(Allows Letter Grade +/-, and Credit/No Credit)</i>		
Normal Plus Report-in-Progress (NP) <i>(Allows Letter Grade +/-, Credit/No Credit, and Report-in-Progress)</i>		
Credit/No Credit Only (C)		
Credit/No Credit or Report-in-Progress Only (CP)		

*If Originator is uncertain of this entry, please consult with Program Director/Chair.



CURRENT INFORMATION:

NEW INFORMATION:

9. If the NP or CP grading system was selected, please explain the need for this grade option.

10. Course Requires Consent for Enrollment? Yes <u>XX</u> No _____ Faculty _____ Credential Analyst _____ Dean _____ Program/Department - Director/Chair _____	Course Requires Consent for Enrollment? <u>XX</u> Yes _____ No _____ Faculty _____ Credential Analyst _____ Dean _____ Program/Department - Director/Chair _____
11. Course Can be Taken for Credit More than Once? Yes _____ No _____ If yes, how many times _____ (including first offering)	Course Can be Taken for Credit More than Once? Yes _____ No _____ If yes, how many times _____ (including first offering)
12. Is Course Cross-listed? Yes _____ No _____ If yes, indicate which course _____	Is Course Cross-listed? Yes _____ No _____ If yes, indicate which course _____ and check "yes" in item #17 below.
13. Prerequisite(s):	Prerequisite(s): Consent of Instructor
14. Corequisite(s):	Corequisite(s):
15. Documentation attached: _____ Detailed Course Outline _____ _____ or _____	

PROGRAM DIRECTOR/CHAIR - COLLEGE CURRICULUM COMMITTEE SECTION:
(Mandatory information - all items in this section must be completed.)

16. Does this course fulfill a requirement for any major (i.e. core course or elective for a major, minors in other departments, minors in other departments)?
 If yes, please specify: **REQUIRED FOR PhD MESSY** YES NO

17. Does this course change impact other discipline(s)? *(If there is any uncertainty as to whether a particular discipline is affected, check "yes" and obtain signature.)* Check "yes" if the course is cross-listed. Yes No
 If yes, obtain signature(s). Any objections should be stated in writing and attached to this form.

Discipline _____	Signature _____	Date _____	Support _____	Oppose _____
Discipline _____	Signature _____	Date _____	Support _____	Oppose _____

To give priority enrollment to Seniors.

SIGNATURES: (COLLEGE LEVEL)

1. Originator (Please Print) Fernando Soriano Date _____
(Signature)

(UNIVERSITY LEVEL)

2. Program Director/Chair _____ Date _____
Paul M. Juarez 4/21/04
 3. College Curriculum Committee _____ Date _____
H. Lopez
 4. College Dean (or Designee) _____ Date _____
 5. UCC Committee Chair _____ Date _____
 6. Vice President for Academic Affairs (or Designee) _____ Date _____
 7. President (or Designee) _____ Date _____

Dean's office
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Cal State San Marcos

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April 22, 2004

To: UCC Members
From: Fernando I. Soriano

Subject: Request for expedited approval of C-2 Forms Regarding HD300 and HD361

As you know, members of CAP have approved C-2 Forms making it necessary for students to obtain CRN numbers from the instructors before registering for them. I am requesting an expedited review of this prior request to make this change effective Spring 2005. Budget cuts along with increases in majors needing HD classes have created a crisis where we are scrambling to try to enroll graduating seniors to enable them to graduate on time. HD sections have been cut even when the numbers of students suggest that we need to add sections due to increases in enrollment. Hence, I would like to respectfully request this expedited review to help the professor teaching these classes enroll first our graduating seniors.

Thank you for considering this request and thank you for already approving this change effective Spring 2005.

