School of Business and Public Administration
Course Description Format---New or Revised Course

Please address each area and submit to your Department. When approved by the Department, please send to the BPA ARCC.

A. Proposed Course: Number and Title

B. Catalog Course Description (If syllabus already developed, please attach)

C. Course Objectives and Degree Program Learning Outcomes

D. Course Topic Outline

E. Required Texts and Other Learning Materials

F. Rationale
   a) Present rationale for the course or course change. Describe how the discipline addresses the course material at other universities and complete a review of identical or similar courses offered on this campus.
   b) Place in the Program of Study (core, elective, etc.)
   c) Describe the market for the course
   d) Prerequisites
   e) Impact

G. Faculty Resources Needed and Availability

Approved by BPA ARCC 10/13/2017