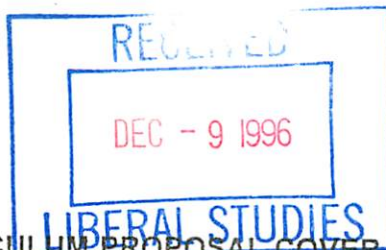


LSC Use Only
Number: _____
Submission Date: _____
Action-Date: _____



UWUCC USE Only
Number: 96-33
Submission Date: _____
Action-Date: App 1/21/97
same app 2/4/97

CURRICULUM PROPOSAL COVER SHEET
University-Wide Undergraduate Curriculum Committee

I. CONTACT

Contact Person Linda Szul; Maryanne Brandenburg, Phone x3003
Wayne Moore
Department Office Systems and Business Education

II. PROPOSAL TYPE (Check All Appropriate Lines)

COURSE _____
Suggested 20 character title _____
 New Course* _____
Course Number and Full Title _____
 Course Revision _____
Course Number and Full Title _____
 Liberal Studies Approval+ _____
for new or existing course Course Number and Full Title _____
 Course Deletion BE 280 Machine Transcription & Word Processing
Course Number and Full Title _____
 Number and/or Title Change _____
Old Number and/or Full Old Title _____
New Number and/or Full New Title _____
 Course or Catalog Description Change _____
Course Number and Full Title _____

PROGRAM: _____ Major _____ Minor _____ Track _____
 New Program* _____
Program Name _____
 Program Revision* _____
Program Name _____
 Program Deletion* _____
Program Name _____
 Title Change _____
Old Program Name _____
New Program Name _____

III. Approvals (signatures and date)

Linda Szul 11-1-96 Department Curriculum Committee
Wayne Moore 11/1/96 Department Chair
Robert C. Long 11/26/96 College Dean
Maryanne Brandenburg 11/19/96 College Curriculum Committee

+ Director of Liberal Studies (where applicable)

*Provost (where applicable)

OFFICE SYSTEMS AND BUSINESS EDUCATION

Part II. Description of the Curriculum Change

1. BE 280 Machine Transcription and Word Processing will be deleted from the curriculum.
2. Based on technology changes and certificate requirements the content of the course no longer meets the needs of the students.
3. Students enrolled in the program or any other program will not be affected.

Part III. Letters of Support

1. Not applicable.