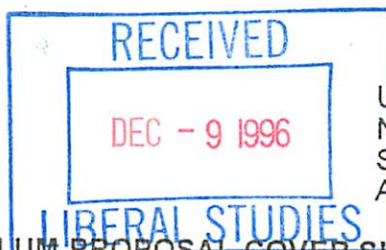


LSC Use Only
Number: _____
Submission Date: _____
Action-Date: _____



UWUCC USE Only
Number: 96-38
Submission Date: App 1/21/97
Action-Date: Senate 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 371 Personnel Typing & Duplicating
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)

[Signature] 11-1-96 Wayne Moore 11/1/96
Department Curriculum Committee Department Chair

[Signature] 11/19/96 Rabitt Camp 11/26/96
College Curriculum Committee College Dean

+Director of Liberal Studies (where applicable) *Provost (where applicable)

OFFICE SYSTEMS AND BUSINESS EDUCATION

Part II. Description of the Curriculum Change

1. BE 371 Personnel Typing and Duplicating 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.