

Course Change Request

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Course Inactivation Proposal

Date Submitted: 11/09/18 11:55 am

Viewing: **CAEX 002 : Basic Writing Skills**

Last edit: 11/09/18 11:55 am

Changes proposed by: t.bissett

Faculty Senate Number

Contact(s)

Name	E-mail	Phone
Terra Bissett	t.bissett@tamu.edu	

Course prefix	CAEX	Course number	002
Department	Liberal Studies		
College/School	Galveston Campus		
Academic Level	Non-Credit		
Academic Level (alternate)			
Effective term	2018-2019 Spring		
Complete Course Title	Basic Writing Skills		
Abbreviated Course Title	BASIC WRITING SKILLS-NCB		

Catalog course description

Individualized instruction in English composition based on an analysis of the student's proofreading, revision, and editing skills; a programmed sequence of study and practice designed for improvement of writing performance through mastery of basic skills at word, sentence, paragraph, and multiparagraph levels. May not be used for credit toward a degree.

Prerequisites and Restrictions

Concurrent Enrollment No

Should catalog prerequisites / concurrent enrollment be enforced? No

Crosslistings Yes Crosslisted With

Stacked No Stacked with

Semester Credit Hour(s)	0	Contact Hour(s) (per week):	Lecture: 0	Lab: 0	Other: 0
			Total 0		

Repeatable for credit? No

Three-peat? No

CIP/Fund Code

In Workflow

1. LIST Department Head
2. Curricular Services Review
3. GV Committee Preparer UG
4. GV Committee Chair UG
5. GV College Dean UG
6. UCC Preparer
7. UCC Chair
8. Faculty Senate Preparer
9. Faculty Senate
10. Provost II
11. President
12. Curricular Services
13. Banner

Approval Path

1. 11/09/18 12:26 pm
JoAnn DiGeorgio-Lutz (joanne-a-lutz): Approved for LIST Department Head
2. 11/12/18 11:39 am
Terra Bissett (t.bissett): Approved for Curricular Services Review
3. 11/12/18 11:53 am
Meredith Zalesak (zalesakm): Approved for GV Committee Preparer UG
4. 11/12/18 11:54 am
Meredith Zalesak (zalesakm): Approved for GV Committee Chair UG
5. 11/12/18 11:54 am
Meredith Zalesak (zalesakm): Approved for GV College Dean UG
6. 11/12/18 1:48 pm
Sandra Williams (sandra-williams): Approved for UCC Preparer
7. 12/10/18 9:31 am
Terra Bissett (t.bissett): Approved for UCC Chair

Default Grade Mode Satisfactory/Unsatisfactory (S)

Alternate Grade Modes

Method of instruction Independent Study

Will sections of this course be taught as non-traditional? (i.e., parts of term, distance education)

Will this course be taught as a distance education course? No

Is 100% of this course going to be taught in Texas?

Will classroom space be needed for this course?

This will be a required course or an elective course for the following programs:

Required (select program)

Elective (select program)

Course Syllabus

Syllabus: Upload syllabus

Upload syllabus

Letters of support or other documentation No

Additional information

Reviewer Comments **Terra Bissett (t.bissett) (12/10/18 9:31 am):** UCC approved December 2018.

Reported to state?

Justification for this request

Per Galveston, CAEX courses will be inactivated since ASCC courses have been added to their inventory effective Fall 201831.