

Check Appropriate Boxes: Undergraduate credit  Graduate credit  Professional credit

1. School/Division SOCIAL SCIENCES 2. Academic Subject Code JOUR

3. Course Number J307 (must be cleared with University Enrollment Services) 4. Instructor Allman/St. Clair

5. Course Title Media Career Planning

Recommended Abbreviation (Optional) (Limited to 32 Characters including spaces)

6. First time this course is to be offered (Semester/Year): Spring 2010

7. Credit Hours: Fixed at 2 or Variable from to

8. Is this course to be graded S-F (only)? Yes No X

9. Is variable title approval being requested? Yes No X

10. Course description (not to exceed 50 words) for Bulletin publication: Prepare for job or internship searches. Polish your resume and portfolio. Learn how to write impressive cover letters. Practice interviewing skills. Understnd how to articulate your abilities and experiences to market yourself to potential employers. Learn how to use campus resources and to network. Prepare a career action plan.

11. Lecture Contact Hours: Fixed at 2 or Variable from to

12. Non-Lecture Contact Hours: Fixed at or Variable from to

13. Estimated enrollment: 10 of which 0 percent are expected to be graduate students.

14. Frequency of scheduling: Once a year Will this course be required for majors? Yes

15. Justification for new course: Activate course at IUS

16. Are the necessary reading materials currently available in the appropriate library? Yes

17. Please append a complete outline of the proposed course, and indicate instructor (if known), textbooks, and other materials.

18. If this course overlaps with existing courses, please explain with which courses it overlaps and whether this overlap is necessary, desirable, or unimportant.

19. A copy of every new course proposal must be submitted to departments, schools, or divisions in which there may be overlap of the new course with existing courses or areas of strong concern, with instructions that they send comments directly to the originating Curriculum Committee. Please append a list of departments, schools, or divisions thus consulted.

Submitted by: [Signature] Date 6/5/09

Department Chairman/Division Director

Dean of Graduate School (when required)

Approved by: [Signature] Date 6/9/09

Dean

Chancellor/Vice-President

University Enrollment Services

After School/Division approval, forward the last copy (without attachments) to University Enrollment Services for initial processing, and the remaining four copies and attachments to the Campus Chancellor or Vice-President.