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**Bulletin / Banner Change Transmittal Form**

**[x] Undergraduate Curriculum Council**

**[ ] Graduate Council**

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.

Email completed proposals to curriculum@astate.edu for inclusion in curriculum committee agenda.

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| Sharon James | 1/16/2017 |

**Department Curriculum Committee Chair** |

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**COPE Chair (if applicable)** |
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| Melodie Philhours | 1/18/2017 |

**Department Chair:**  |

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**Head of Unit (If applicable)**   |
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| John Seydel | 2/3/2017 |

**College Curriculum Committee Chair** |

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**Undergraduate Curriculum Council Chair** |
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| C. Shane Hunt | 2/21/2017 |

**College Dean** |

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**Graduate Curriculum Committee Chair** |
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**General Education Committee Chair (If applicable)**   |

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**Vice Chancellor for Academic Affairs** |

**1.Contact Person** (Name, Email Address, Phone Number)

Dr. Melodie Philhours, mphil@astate.edu, 870-680-8148

**2.Proposed Change**

Add MGMT 3153 Organizational Behavior to degree plan to clarify requirements for BS Management, Emphasis in HR Management

**3.Effective Date**

8/15/2017

**4.Justification –** *Please provide details as to why this change is necessary.*

Clarification of BS Management, HR Management Emphasis requirements omitted in CoB core reorganization in Fall 2016. MGMT 3153 Organizational Behavior is a specific prerequisite for other courses in the HR Management emphasis and should be added to the degree plan so that students and advisors are clearly aware of the degree requirements.

**Bulletin Changes**

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| **Instructions**  |
| **Please visit** [**http://www.astate.edu/a/registrar/students/bulletins/index.dot**](http://www.astate.edu/a/registrar/students/bulletins/index.dot) **and select the most recent version of the bulletin. Copy and paste all bulletin pages this proposal affects below. Follow the following guidelines for indicating necessary changes.** **\*Please note: Courses are often listed in multiple sections of the bulletin. To ensure that all affected sections have been located, please search the bulletin (ctrl+F) for the appropriate courses before submission of this form.** - Deleted courses/credit hours should be marked with a red strike-through (~~red strikethrough~~)- New credit hours and text changes should be listed in blue using enlarged font (blue using enlarged font). - Any new courses should be listed in blue bold italics using enlarged font (***blue bold italics using enlarged font***)*You can easily apply any of these changes by selecting the example text in the instructions above, double-clicking the ‘format painter’ icon 🡪 , and selecting the text you would like to apply the change to.**Please visit* [*https://youtu.be/yjdL2n4lZm4*](https://youtu.be/yjdL2n4lZm4) *for more detailed instructions.* |

