

KINGSBOROUGH COMMUNITY COLLEGE
The City University of New York

CURRICULUM DATA TRANSMITTAL SHEET

DEPARTMENT Communications & Performing Arts

DATE Sept. 18, 2015

Title of Course or Degree Change: SPE 1100 Listening and Speaking Skills

Change(s) Initiated: (Please check)

- | | |
|---|---|
| <input type="checkbox"/> Letter of Intent | <input type="checkbox"/> Proposal |
| <input type="checkbox"/> Closing of Degree Program | <input type="checkbox"/> Proposal (Letter of Intent sent previously) |
| <input type="checkbox"/> New Course* | <input type="checkbox"/> Change in Degree Requirements |
| <input type="checkbox"/> New 82 Course | <input type="checkbox"/> Change in Degree Requirements (adding concentration) |
| <input type="checkbox"/> New Certificate Program | <input type="checkbox"/> Change in Discipline Code |
| <input type="checkbox"/> Change in Pre/Co-Requisite | <input checked="" type="checkbox"/> Change in Description |
| <input type="checkbox"/> Deletion of Course | <input type="checkbox"/> Change in Course Titles, Numbers, Credits &/or Hours |
| <input type="checkbox"/> Other (please describe): _____ | |

PLEASE ATTACH PERTINENT MATERIAL TO ILLUSTRATE AND EXPLAIN ALL CHANGES

I. DEPARTMENTAL ACTION

Action by Department and/or Departmental Committee, if required:

Date approved 9/18/15 Signature, Committee Chairperson: _____

Signature, Department Chairperson: Gloria Nicosia

II. PROVOST ACTION

Provost to act within 30 days of receipt and forward to Collegewide Curriculum Committee exercising one of the following options:

- A. Approved B. Returned to department with comments

Recommendations (if any): _____

Signature, Provost: _____ Date: _____

III. CURRICULUM SUB-COMMITTEE RECOMMENDATIONS (*FOR NEW COURSES ONLY):

- A. Approved B. Tabled (no action to be taken by Curriculum Committee)

Recommendations (if any): _____

Signature, Sub-Committee Chair: _____ Date: _____

IV. COLLEGE-WIDE CURRICULUM COMMITTEE ACTION

Committee to act within 30 days of receipt, exercising one of the following options:

- A. Approved (forwarded to Steering Committee)
B. Tabled (Department notified)
C. Not Approved (Department notified)

Signature, Chairperson of Curriculum Committee _____ Date: _____

Proposed change in catalog description

FROM:

SPE 1100 – LISTENING AND SPEAKING SKILLS (3 crs. 3 hrs.) To strengthen oral language abilities and improve listening proficiency, students are made aware of the nature of their language. Focus is on vocabulary enrichment, word pronunciation, attention to grammar, verbal self-expression, listening as a skill and note-taking techniques. Not open to students at ENG 1200 level or higher. Recommended for students at the ENG 91, 92 OR 93 level. Flexible Core: Creative Expression (Group C)

TO:

SPE 1100-Listening and Speaking Skills (3 crs. 3 hrs.) An introductory course in listening and speaking including the basics of human communication, verbal and nonverbal communication, and elements of listening with an emphasis on critical listening. Students will develop and deliver several presentations as well as evaluate the presentations of their peers. Not open to students at ENG 1200 or higher. Flexible Core: Creative Expression (Group C.)

RATIONALE:

New description more accurately describes course content.