

**C - Small Curricular Revisions : Entry # 2630****Today's Date**

02/03/2023

**Your Name**

Jessica Wiitala

**Your Email:**[jwiitala@highpoint.edu](mailto:jwiitala@highpoint.edu)**Department Chair Name**

Jenny Lukow

**Email address of your department chair**[jlukow@highpoint.edu](mailto:jlukow@highpoint.edu)

**By checking below I am certifying that my department chair (named above) has seen and approved the courses that are included in this proposal.**

Yes

**Please select the appropriate school overseeing this proposal:**

Communication

**Which category does this change fall under?**

- Course name

**Changes to course number, name, and/or description****Current Course Number & Name (prefix and number)**

EMG-2010 Meeting and Conference Planning

**Proposed New Course Number & Name**

EMG-2010 Meeting, Conference Planning, and Special Events

**Proposed new description****Brief rationale for change****Rationale for above changes**

Adding special events to the course name provides a more holistic and encompassing description of the types of events that are discussed as part of the course curriculum. As defined, a special event is a gathering of human beings, generally lasting from a few hours to a few days, designed to celebrate, honor, discuss, sell, teach about, encourage, observe, or influence human endeavors. This definition also includes meetings and conferences, as such is a more appropriate title for the course name.

**Does this change affect any other departments, schools, or programs besides your own? If so, please describe your consultation process with affected parties.**

No.

**Dean Review**

**C - Small Curricular Revisions : Entry # 2630****[DEAN] I approve/deny this proposal**

Approve

**Today's Date**

17-02-2023

**Name of Dean (if this is being reviewed by multiple deans, please indicate who approved it first here)**

Virginia McDermott