

LSC Use Only

Number: \_\_\_\_\_

Action: \_\_\_\_\_

Date: \_\_\_\_\_

UWUCC Use Only

Number: 28j

Action: \_\_\_\_\_

Date: \_\_\_\_\_

**CURRICULUM PROPOSAL COVER SHEET**  
**University-Wide Undergraduate Curriculum Committee**

**I. Title/Author of Change**Course/Program Title: SP 222 Intermediate Spanish Conversation-BusinessSuggested 20 Character Course Title: Inter Sp Conv-BusDepartment: Spanish and Classical LanguagesContact Person: Dr. Sally Thornton**II. If a course, is it being Proposed for:**X

Course Revision/Approval Only

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Course Revision/Approval and Liberal Studies Approval

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Liberal Studies Approval Only (course previously has been approved by the University Senate)

**III. Approvals**

*Sally Thornton*  
 Department Curriculum Committee

*Alan D. Hood*  
 Department Chairperson

\_\_\_\_\_  
 College Curriculum Committee

\_\_\_\_\_  
 College Dean \*

\_\_\_\_\_  
 Director of Liberal Studies  
 (where applicable)

\_\_\_\_\_  
 Provost (where applicable)

\*College Dean must consult with Provost before approving curriculum changes. Approval by College Dean indicates that the proposed change is consistent with long range planning documents, that all requests for resources made as part of the proposal can be met, and that the proposal has the support of the university administration.

**IV. Timetable**Date Submitted  
to LSC: \_\_\_\_\_Semester to be  
implemented: \_\_\_\_\_Date to be  
published  
in Catalog: \_\_\_\_\_

to UWUCC: \_\_\_\_\_

## Course Syllabus

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### SP 222: Intermediate Spanish Conversation--Business

#### I. Catalog Description:

Intensive work on oral communication skills with emphasis on vocabulary building, pronunciation, and discourse strategies, with a special emphasis on the vocabulary and structures used in the business world. May substitute for SP 221, required for all majors and minors.

#### II. Objectives:

At the end of this course students should be able to communicate orally on a variety of topics, especially those connected with the world of business. Oral communication skills include the mastery of such functions as asking and answering questions, opening and closing a conversation, describing, narrating, persuading, and the like. They also include the mastery of pronunciation, intonation, vocabulary, and tone.

#### III. Outline:

The course is built on the basis of situations involving aspects of the business world as follows:

- The modern office
- Organization and structure of a business
- Business classification
- Buying and selling
- Banking
- Telecommunications
- Publicity and advertising
- Insurance
- Real estate
- The stock market
- Import/export
- Bankruptcy
- Commercial relations between the U.S. and the Hispanic world
- Commercial relations between Spanish America and Spain.

#### IV. Evaluation:

Class participation	30%
In class evaluations	35%
Oral examinations	35%

#### V. Textbook:

Gómez-Quintero, Ela, and María E. Pérez. Al día en los negocios: Hablemos. New York: Random House, 1984.

#### VI. Special Resources: None.

#### VII. Bibliography:

Alonso, Gustavo E. Inversiones y Negocios. Miami, FL: Laurenty.

- Añorga Larralde, Joaquín. Correspondencia comercial. New York: Minerva Books.
- Barreto de Colón, Herodina. Manual de español comercial. Universidad de Puerto Rico: Editorial Universitaria.
- González del Valle, Luis, et al. Correspondencia comercial: fondo y forma. Cincinnati, OH: South-Western Publishing.
- Lugo-Guernelli, Adelaide, et al. Manual de gramática comercial. Madrid: Partenon.
- Toachuk, Alejandra. En el mundo de los negocios. New York: John Wiley & Sons.

## COURSE ANALYSIS QUESTIONNAIRE: SP 222

Section A: Details of the Course

- A1 This course is available to all majors and minors as a substitute for SP 221. It is aimed at students in Spanish for International Trade or in the College of Business. It is open to all students who have completed SP 201 or equivalent with a grade of C or better. This course is not proposed for inclusion in Liberal Studies.
- A2 Yes, see attached course descriptions and program requirement.
- A3 Yes.
- A4 No.
- A5 No.
- A6 No.
- A7 Yes. Eastern Michigan University. University of Kentucky.
- A8 No.

Section B: Interdisciplinary Implications

- B1 Yes, the course will be taught by one instructor.
- B2 Yes, see attached course descriptions and program requirement.
- B3 No other department offers courses in Spanish. In discussions with the French Department, they agreed that this change would not affect their program.
- B4 Yes.

Section C: Implementation

- C1 No new resources are needed.
- C2 No.
- C3 Once a year. No.
- C4 One.
- C5 15.
- C6 Yes. "As professionals of foreign language instruction, we deem the optimum class size to be 12 for adequate results in classes where all four skills are equally stressed. In any case, maximum class size should not exceed 20." Association of Departments of Foreign Languages, 1987.

D7 This course will be available as a substitute for SP 221 for all majors and minors. It is aimed especially at majors in Spanish for International Trade. It will not affect the number of free electives available to majors. It will not affect the 124-hour requirement of students in the department.

Section D: Miscellaneous

## SP 222 Intermediate Spanish Conversation-Business

## Eastern Michigan University

**SPN 361 Spanish for International Trade.** Three sem hours  
This course is intended for students who already have a solid intermediate level command of Spanish and who wish to acquire minimum professional competence in the Spanish language as it is used in the world of international business. It includes practice in various forms of business communication, both written and oral.  
*Prereq: SPN 343 Spanish Grammar and Composition or department permission.*

## University of Kentucky

**SPI 302 BUSINESS AND TECHNICAL SPANISH.** (3)  
A course designed to acquaint the student with the Spanish language in prospective fields of interest, including business, the social sciences, and technical fields such as agriculture, engineering, medicine, and nursing.  
*Prereq: SPI 210 or equivalent.*