

 <b>FLORIDA ATLANTIC UNIVERSITY</b>	<b>NEW/CHANGE PROGRAM REQUEST</b> <b>Undergraduate Programs</b>		UUPC Approval <u>11-03-25</u> UFS Approval _____ Banner _____ Catalog _____
	Department <u>Business Communications</u> College <u>Business</u>		
<b>Program Name</b> Minor/Certificate in Applied Global Business Communications		<input type="checkbox"/> New Program* <input checked="" type="checkbox"/> Change Program*	<b>Effective Date</b> (TERM & YEAR) Spring 2026
<p><b>Please explain the requested change(s) and offer rationale below or on an attachment.</b></p> <p>With the changes in credits associated with languages, a change in the credit requirements for the Minor/Certificate in Applied Global Business Communications is necessary. This information/change was decided in a student advising meeting between the College of Business and the College of Arts Letters as requested by Dr. Michael A. Rapoport, Director of Undergraduate Studies, Dept of Languages, Linguistics, and Comparative Literature and was agreed upon by Business Communications that houses the minor/certificate.</p> <p>Updated Catalogue Specifications are attached noted in red.</p>			
<p><small>*All new programs and changes to existing programs must be accompanied by a catalog entry showing the new or proposed changes.</small></p>			
<b>Faculty Contact/Email/Phone</b> Joseph Compomizzi, D.Sc/jcompomizzi@fau.edu/7-3633		<b>Consult and list departments that may be affected by the change(s) and attach documentation</b>	
<b>Approved by</b>		<b>Date</b>	
Department Chair <u>Joseph Compomizzi</u>		<u>10/9/2025</u>	
College Curriculum Chair <u>Julia Higga</u>		<u>10/23/25</u>	
College Dean <u>Marc Rhorer</u>		<u>10/23/25</u>	
UUPC Chair <u>Korey Sorge</u>		<u>11-03-25</u>	
Undergraduate Studies Dean <u>Dan Meeroff</u>		<u>11-03-25</u>	
UFS President _____		_____	
Provost _____		_____	

Email this form and attachments to [mjenning@fau.edu](mailto:mjenning@fau.edu) seven business days before the UUPC meeting.

## CATALOG SPECIFICATIONS

### Minor/Certificate in Applied Global Business Communications

Department/Program: Management Programs/Business Communications

Business Communications offers a minor/certificate in Applied Global Business Communications. The Applied Global Business Communications Minor/Certificate provides a foundation of applied intercultural business knowledge with foreign language proficiencies. This undergraduate minor/certificate is open to anyone with interests in global business practices and a foreign language. In the College of Business this minor/certificate is especially applicable to students seeking degrees in International Business and Hospitality and Tourism, though, any student looking to work for an international company would benefit. This minor is of great value to those seeking degrees in the College of Arts & Letters by providing essential business communications knowledge to their language requirements. The certificate is available to any undergraduate student in an academic program, non-degree seeking professionals who may have intercultural responsibilities, or other interested individuals.

### Pre-requisite Coursework for Transfer Students

Students transferring to Florida Atlantic University must complete both lower-division requirements and requirements for the college and major. Lower-division requirements may be completed through the A.A. degree from any Florida public college, university or community college or through equivalent coursework at another regionally accredited institution. Before transferring and to ensure timely progress toward the baccalaureate degree, students must also complete the pre-requisite courses for their major as outlined in the *Transfer Student Manual* (see [www.fau.edu/registrar/tsm.php](http://www.fau.edu/registrar/tsm.php)).

All courses not approved by the Florida Statewide Course Numbering System that will be used to satisfy requirements will be evaluated individually on the basis of content and will require a catalog course description and a copy of the syllabus for assessment.

### Admission Requirements

Students seeking the minor/certificate in Applied Global Business Communications must meet with their advisor to review admission requirements in the College of Business or the College of Arts & Letters to determine satisfactory performance standards of at least a grade of a "C" in the foreign language requirements and Business Communications requirements. The minor requires satisfactory completion of ~~17~~ 15-17 credits. The certificate requires ~~14~~ 12-14 credits

### Minor Requirements

#### Foreign Language Course Requirement: 6-8 Credits/3-4 Credits per Course

Two foreign language courses at the intermediate level or above (2000 level or above). Allowable course prefixes include:

Italian: ITA or ITW

French: FRE or FRW

Japanese: JPN

Spanish: SPN or SPW

Students with prior experience with any of these languages should contact the Director of Undergraduate Studies in the Department of Languages, Linguistics and Comparative Literature to determine the appropriate course to register for.

Business Course Requirement:

Course Title	Prefix & Number	<del>Pre-requisites—</del>
Business Comm. Across Cultures	GEB4253	<del>GEB3213</del>
AI Skills for Business Communications	GEB3234	<del>GEB3213</del>
<del>Pre-requisites: 15 credits (Minimum grade “C”)</del>		
Bus Comm Crit Analysis & App	GEB3213	
Or Business Comm for Data Analytics	GEB 3231	<del>Data Analytics Major</del>

~~Additional Requirements:~~

~~A maximum of 3 credits used for the minor may count toward major requirements. A minimum number of 9 credits must be exclusive to the minor. A minimum of three upper-division (3000-level) courses must be taken at FAU.~~

Timely Graduation

Minors and certificates should be considered an optional direction for elective credits. Students may not add a minor or certificate without advisor approval. Students are generally not permitted to add a minor or certificate after earning 90 credit hours or if completing it will result in a delaying graduation or exceeding the Excess Hour Surcharge.

Maximum Course Attempts

FAU counts a “course attempt” as any time a student is enrolled in a course (at any institution) and earns either a grade or a “W”. FAU students may not attempt any course more than twice; third attempts are not permitted/

## Certificate Program Requirements

Foreign Language Course Requirement – ~~8 Credits~~ 6-8 Credits:

Two foreign language courses at the intermediate level or above (2000 level or above). Allowable course prefixes include:

Italian: ITA or ITW

French: FRE or FRW

Japanese: JPN

Spanish: SPN or SPW

Students with prior experience with any of these languages should contact the Director of Undergraduate Studies in the Department of Languages, Linguistics and Comparative Literature to determine the appropriate course to register for.

Business Course Requirement-6Credits:

Course Title	Prefix & Number	<del>Pre-requisites</del>	<del>Credits</del>
Business Comm. Across Cultures	GEB4253	<del>GEB3213 or GEB3231</del>	<del>3</del>
<del>Pre-requisites: 3 Credits (minimum grade "C")</del>			
Bus Comm Crit Analysis & App	GEB3213		
Or Business Comm for Data Analytics	GEB 3231	<del>Data Analytics Major</del>	