



**EASTERN KENTUCKY UNIVERSITY**  
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Department of  
Languages, Cultures, & Humanities

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Richmond, KY 40475-3102

September 2, 2015

MEMORANDUM

To: Dr. Karin Sehmman, Associate Dean of Academic & Student Affairs,  
College of Arts and Sciences (CAS)

EKU Council on Academic Affairs (CAA)

From: Dr. Abbey Poffenberger, Associate Professor / Chair, Department of Languages, Cultures,  
& Humanities

Subject: Request for New Course Prefix – Chinese

The Department of Languages, Cultures, & Humanities is requesting a new course prefix (CHN, which stands for CHINESE) to be used with Chinese language courses. We are requesting this prefix because we have only just begun offering Chinese courses and this semester we are doing so under the prefix FLS, which stands for Foreign Languages Studies. This poses a problem because the use of this generic prefix means that there is very low awareness, among both students and advisors, that Chinese courses are being offered, and the CHN prefix will increase visibility and thus enrollment. The CHN prefix will be valuable as it will help the Department of Languages, Cultures, & Humanities in building awareness across the campus that these courses are being offered and will lead to higher enrollment and greater long-term sustainability and the growth of the Chinese language program.

Thank you for considering this request and please remain in contact if you have any questions or concerns.