

LSC Use Only

Number: _____

Action: _____

Date: _____

UWUCC Use Only

Number: 33

Action: _____

Date: _____

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

I. Title/Author of Change

Course/Program Title: Minor in Business Administration

Suggested 20 Character Course Title: _____

Department: Management & Marketing

Contact Person: Dr. Thomas Falcone

II. If a course, is it being Proposed for:

- _____ Course Revision/Approval Only
- _____ Course Revision/Approval and Liberal Studies Approval
- _____ Liberal Studies Approval Only (course previously has been approved by the University Senate)

III. Approvals

Department Curriculum Committee Department Chairperson

College Curriculum Committee College Dean *

Director of Liberal Studies Provost (where applicable)
(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: _____

PART II. DESCRIPTION OF CURRICULUM CHANGE

Part II Description of Curriculum Change

1. Complete catalog description for minor: The College of Business offers as a joint effort of its departments a 24-credit minor for non-business majors. The program is designed to give non-business majors a general background in business with 16 credits of liberal studies courses and 24 credits of required business courses.

2. Description of minor: The proposed minor meets the needs of non-business majors on the campus. The program is directed to the general IUP student population. There are many departments across the campus that already designate specific business course requirements for degree completion. At present the Management and Marketing Department offers three of their courses to the College of Education students, nine courses to the students in the College of Humanities and Social Sciences, and eleven courses to the College of Human Ecology and Health Science students. The Finance/MIS Department has nine courses available to the students in the College of Humanities and Social Sciences and seven courses available to the students in the College of Human Ecology and Health Sciences. The Administrative Services and Business Education Department offers one course to the College of Education students, three courses to the College of Humanities and Social Sciences, and ten to the students in the College of Human Ecology and Health Sciences. The Accounting Department has three courses available to the students in the College of Humanities and Social Sciences and four courses for the students in the College of Human Ecology and Health Sciences.

The College of Business has always tried to accommodate the requests for non-business majors, but none of these business courses are taken in a way to give them the advantage and benefits of selecting a minor. The proposed courses fit very well with the non-business students' needs and facilitate them to choose a minor in business. By combining the already available business courses, non-business students can plan ahead and minor in business administration which would give them added strength for career placement and graduate studies in the future.

Other higher institutions, like Penn State University, currently offer such a minor in their College of Business Administration. The proposed minor does not conflict with any programs inside or outside the College of Business. The program will be serviced by all the existing departments jointly with courses that already exist in these departments. Though this is a new program for the College of Business, no additional space or equipment will be needed. Courses servicing the proposed program are routinely offered in the College of Business and are not designed or restricted to ascertain seasonal semesters.

REQUIREMENTS FOR
MINOR IN BUSINESS ADMINISTRATION

Prescribed Liberal Studies Courses

EC 121 & 122	Principles of Econ I and II	6 credits
MA 121, MA 123 or MA 127	Calculus	4 credits
MA 214 or MA 217	Probability and Statistics	3 credits
IM 101, CO 101 or BE 101	Computer Literacy	<u>3 credits</u>
		16 credits

Required Business Courses

AG 201 & 202	Principles of Accounting I and II	6 credits
MK 320	Principles of Marketing	3 credits
* MG <u>390</u> 310	Principles of Management	3 credits
FI 310	Finance I	3 credits
IM 241	MIS	3 credits
BL AD 235	Intro to Business Law	3 credits
AD 321	Business Communication	<u>3 credits</u>
		24 credits

Part III Course Proposals: No new courses are proposed for this minor. The program will be serviced by all the existing departments jointly with courses that already exist in these departments. MG 390 has been submitted separately. It will replace MG 360, Management and Production Concepts, in the business core, so it is not technically a part of this proposal but will be a required course.

Part IV Letters of Support

See attached list of approved business coursework for students taking majors outside the College of Business.

*Proposed new course (submitted separately since it will be a business core course, not simply a course for this minor.)

PART II. ITEM 2 (CONTINUED)

**COMPARISON OF PROPOSED MINOR WITH
PROGRAMS AT OTHER UNIVERSITIES**

- Summary sheet
- Individual program requirements

MINOR PROGRAMS IN BUSINESS ADMINISTRATIONProposed
IUPUniversity of
IowaIndiana University
of BloomingtonUniversity of
Delaware**Liberal
Studies
Courses:****Prerequisites:****Prerequisites:****Prerequisites:**

ECO 121 3 M 1
 ECO 122 3 M 2
 MA 110 or 3 M 15
 equivalent 3 M 17
 high school 3 M 19
 preparation 4 M 25
 MA 121 4 M 26
 MA 214/ 3 M 35
 MA 217 3 M 25
 IM 101/ 3 M 36
 BE 101/ 3 M 45
 CO 101 S 8
 S 120

M 014
 M 118
 M 119
 M 125
 M 126
 M 215
 M 216
 L 201
 S 100

EC 151
 EC 152
 ST 201
 ST 202
 M 221
 M 230

21 21/6

6-18

9-21

18

**Required
Business
Courses:****Required
Business
Courses:****Required
Business
Courses:****Required
Business
Courses:**

AG 201
 AG 202
 MK 320
 MG 310
 IM 241
 FI 310
 QB 215
 AD 235
 AD 321

Comp. Program
 Bus. Calculus
 Statistics
 GE : 1
 GE : 2
 GA : 1
 GA : 2
 GM : 100
 GP : 100
 GL : 100
 GL : 47

K 201/C 201
 E 103
 E 104
 E 270
 M 118/M 301/
 or M 303
 M 199/M 215
 P 101
 A 201
 A 202
 F 301
 M 301
 P 301

ACC 207
 ACC 208
 BU 260
 BU 301
 BU 306
 BU 309
 BU 311
 BE/BU/or
 ACC 300

27 27

35-37

36-37

24

TOTAL

48 40
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41-55
 =====

45-49
 =====

42
 ==

University of Iowa

Required Courses:

	Credits	Prerequisites	Credits
- A computer programming course	3		
- Business Calculus (22 M:17 or 22 M:25 or 22 M:35)	4	see Exhibit	6-12 Hours
- Statistics (22 S:8 or 22 S:120)	4	see Exhibit	0-6 Hours
- 6E:1 Principles of Microeconomics	3-4		
- 6E:2 Principles of Macroeconomics	3-4		
- 6A:1 Introduction to Financial Accounting	3		
- 6A:2 Managerial Cost Accounting	3		
- 6M:100 Introduction to Marketing	3		
- 6F:100 Introductory Financial Management	3		
- 6L:100 Administrative Management	3		
- 6L:47 Introduction to Law	3		

Total Credits Required Courses

35-37

6-18

Total Credits Business Minor

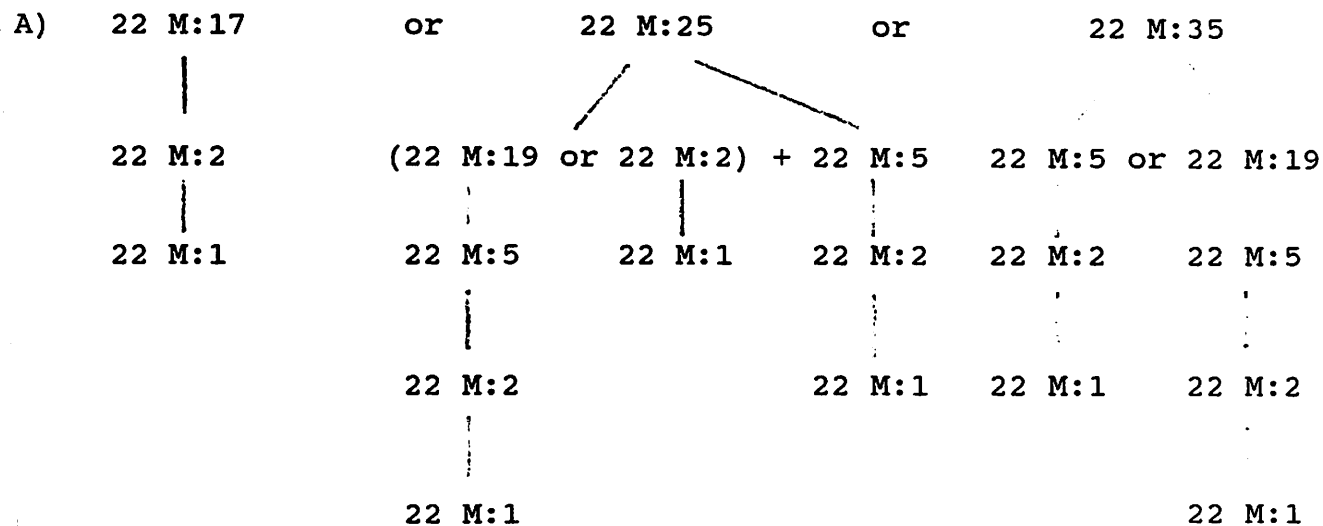
41-55

University of IowaPrerequisite Courses:

	Credits
- 22 M:1 Basic Algebra I	3
- 22 M:2 Basic Algebra II	3
- 22 M:5 Trigonometry	3
- 22 M:17 Quantitative Methods I	4
- 22 M:19 Elementary Functions	3
- 22 M:25 Calculus I	4
- 22 M:26 Calculus II	4
- 22 M:35 Engineering Calculus I	4
- 22 M:36 Engineering Calculus II	4
- 22 M:45 Accelerated Calculus I	3
- 22 S:8 Quantitative Methods II	4
- 22 S:120 Probability and Statistics	4
Total Credits Prerequisite Courses	6-18

University of Iowa

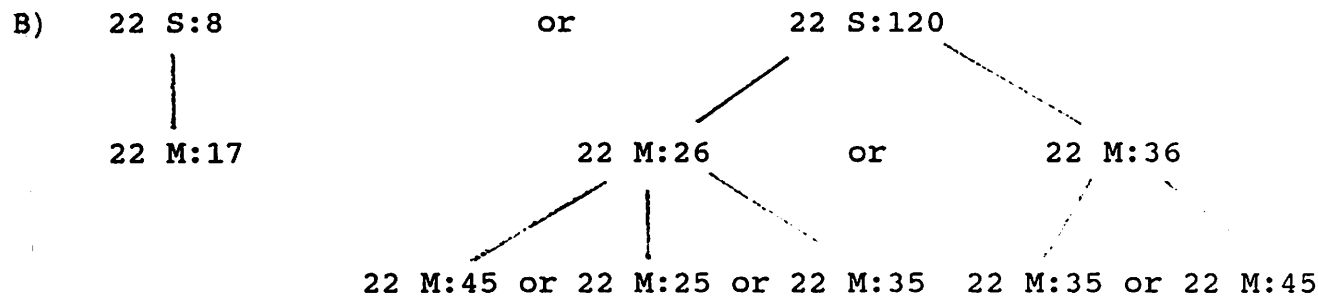
Exhibit



(6 Hours)

(9-12 Hours)

(9-12 Hours)



(0-4 Hours)

(6 Hours)

Indiana University of Bloomington

Required Courses:

	Credits	Prerequitsites	Credits
- K 201 The Computer in Business	3		
or			
C 201 Introduction to Computer Science	4	M 014	3 Hours
- E 103 Introduction to Micro-economics	3		
- E 104 Introduction to Macro-economics	3		
- E 270 Introduction to Statistical Theory in Econ. + Business	3	M 118 or M 119	3 Hours
- Mathematics (M 118 or M 301 or M 303)	3	see Exhibit	3-12 Hours
- Mathematics (M 119 or M 215)	3	see Exhibit	0-6 Hours
- P 101 Introductory Psychology	3		
- A 201 Introduction to Accounting I	3		
- A 202 Introduction to Accounting II	3		
- F 301 Financial Management	3	S 100	
- M 301 Introduction to Marketing Management	3		
- P 301 Operations Management	3	L 201	
Total Credits Required Courses	36-37		9-21 Hours
Total Credits Business Minor	45-59		

Indiana University of BloomingtonPrerequisite Courses

	Credits
- M 014 Basic Algebra	4
- M 118 Finite Mathematics	3
- M 119 Brief Survey of Calculus I	3
- M 125 Pre-Calculus Mathematics	3
- M 126 Trigonometric Functions	2
- M 215 Analytic Geometry I	5
- M 216 Analytic Geometry II	5
- L 201 Legal Environment of Business	3
- S 100 Introduction to Sociology	3
Total Credits Prerequisite Courses	9-21

Indiana University of Bloomington

Exhibit

A)	M 118 M 014	or	M 301 M 216 M 215 M 126 M 125	or	M 303 M 216 M 215 M 126 M 125
	(3 Hours)		(12 Hours)		(12 Hours)
B)	M 119 M 014	or	M 215 M 126 M 125		
	(0-3 Hours)		(0-6 Hours)		

University of DelawareRequired Courses

	Credits	Prerequisites
- ACC 207 Accounting I	3	
- ACC 208 Accounting II	3	
- BU 260 Introduction to Business Systems	3	
- BU 301 Introduction to Marketing	3	EC 151
- BU 306 Operations Management	3	M 230, ST 202
- BU 309 Management and Organizational Behaviour	3	
- BU 311 Business Finance	3	
- BU/BE/ACC Elective (300 level or higher)	3	
Total Credits Required Courses	24	

Prerequisites

- EC 151 Introduction to Economics I	3	
- EC 152 Introduction to Economics II	3	
- ST 201 Introduction to Statistics I	3	
- ST 202 Introduction to Statistics II	3	
- M 221 Calculus I	3	
- M 230 Finite Mathematics with Application	3	
Total Credits Prerequisites	18	

Total Credits Business Minor **42**