Minnesota State University, Mankato

Curriculum Proposal

Please type or select the requested information. Print completed forms, add appropriate paper attachments, and route through MSU’s curricular process for recommendations and decisions.

<table>
<thead>
<tr>
<th>College: Business</th>
<th>Proposal #: 198</th>
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<tbody>
<tr>
<td>Department: Finance</td>
<td>Effective Date of Change:</td>
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<tr>
<td>Program: Finance</td>
<td>Academic Year: 05-06</td>
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<tr>
<td>Type of Change: PROGRAM PROPOSALS</td>
<td>(For Office Use Only)</td>
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<tr>
<td>Proposed: Change in Requirements-Course(s) Deleted</td>
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<td>Title Current:</td>
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Include a course or program description for the Bulletin (30-40 words maximum for courses, 100 for programs):

Rationale or Justification for change:

This proposal would remove Finance 498 (Internship for a grade) as an elective in the Financial Planning minor.

***For General Education or Cultural Diversity Courses Only***

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<tr>
<th>GE Category #</th>
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* For Writing Intensive Courses, attach a description of the kind and quantity of writing.
* For Upper Division Courses, include a description of the respects in which it is broad and general rather than narrow and specific, and so suitable as GE.

Attach paper copies of the following:

a. Syllabus or course outline
b. Course's student learning outcomes associated with each GE competency or CD designation.
c. List of strategies to be used to assess students' achievement of each GE competency or CD designation.

***For New Courses***

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<tr>
<th>Instructional Type: Lecture</th>
<th>Course will be offered:</th>
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<tr>
<td>Grade</td>
<td>Fall Semester</td>
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<td>Summer Session</td>
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Other courses are being changed or eliminated. (Explain.)

- Course content or title is similar to courses in other departments. (Attach copy of letter of agreement with other program(s) contacted. Indicate the nature of the discussions and/or resolution of differences or potential conflicts.)

Attach paper copies of the following:

a. Syllabus or course outline.
b. Course's student learning outcomes.
c. A list of resources required to offer and support this course.
d. A description of how teaching this course will affect department staffing.
e. If 400/500 level course, an explanation of added expectations of graduate students.

Revised September 2002
Minnesota State University, Mankato
Curriculum Proposal

***For Program Proposals***

Attach paper copies of the following:

a. Student learning outcomes for the program.
b. Minutes from department and college curriculum meetings in which action was taken on this proposal.
c. Program Assessment Plan. Forms are available on the Academic Affairs Web site:
   http://www.mnsu.edu/acadaf/pra/forms/
d. List of program requirements for New programs, or a list of Current and Proposed program requirements for Redesigned programs.
e. A list of resources required to offer and support this program.
f. A description of how offering this program will affect department staffing.
g. A list of additional library holdings required for this program.

Please include rationale for any proposed changes in number of program credits:

***For Programs Requiring MnSCU Approval***

If any of the following changes are proposed, please fill out and attach MnSCU Program Approval Forms, which are available on the Academic Affairs Web site:
   http://www.mnsu.edu/acadaf/Curriculum/currformsprocess.html

1. **Creation** of an entirely new program.

2. **Redesign** of existing programs, which takes any of the following forms:
   - Addition or deletion of a program option. Options are part of program design in which 30-50% of the courses are required as part of a common core for all students, and which offers curriculum alternatives greater than 30% of the total number of credits in the major. Options are appropriate to baccalaureate or masters programs.
   - Addition or deletion of a program emphasis. Emphases are part of program design in which more than 50% of the courses are required as part of a common core for all students, and which offers curriculum alternatives with a minimum of nine credits. Emphases are appropriate to associate and baccalaureate programs.
   - Change in program name.
   - Change in program CI? #.
   - Change in TOTAL program credits.
   - Change in degree award. For example, changing a B.A. to B.S.
   - Creation of a new degree award in a related academic area. Examples include creation of a certificate program from an existing degree program, or a new degree program from an existing degree program (e.g., Art History BA from Art BA.)

3. **Relocation** of an existing program. This is a proposal to move an existing program from one site to be exclusively offered at another site, and requires closing the program offered at the original site. For example, a program offered both on-campus and through extended campus is to be offered only at the extended campus site.

4. **Replication** of an existing program. This is a proposal to offer an existing program at a new site, which may be an existing MnSCU-approved site, or another campus of the same institution. Replicated programs are offered at both the original site and the new location.

5. **Suspension** or reinstatement of a program. This proposal suspends admission of students into an existing program, and is good for three years. Reinstatement proposals request the reopening of student admissions into a given program.

6. **Closure** of a program. This proposal requests closure of an existing program and its from an institution's official inventory of academic programs. Unless a department seeks to re-open a suspended program, it should be closed within three years of suspension.

2

Revised September 2002
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**Revised September 2002**
Finance

College of Business
Department of Finance
150 Morris Hall • 507-389-1319

Chair: Stephen Wilcox
Chan Lee, Joseph Reising, Roger Severns, Richard Swanson, Harold Thieles, Michael Young

The objective of the department is to prepare students for entry-level positions in finance, insurance or real estate. Four areas of emphasis are available within this major.

The undergraduate finance program deals with the theory, organization, and operations of the financial system from both the social and managerial perspectives. Students are expected to develop expertise in making organizational and personal judgments and decisions involving financial data. Additionally, students present their analyses in both written and oral form.

Students may select and complete one or more of the following emphases: Corporate Finance, Institutional Finance, Financial Planning, and Insurance, Investment Analysis.

Admission to a Major in the College of Business

Admission to a major in the College of Business typically occurs at the beginning of the student's junior year. The student may choose to pursue a degree in one or more of the following COB majors: Accounting, Finance, International Business, Management, or Marketing. Multiple criteria will be considered for admission to a major in the College of Business. Admission is competitive, meeting minimum requirements does not guarantee admission. Deadlines for application are: October 1 for Spring Semester and March 1 for Fall Semester.

Criteria Considered for Admission to a Major in the College of Business

1. Grade Point Average: minimum 2.5
2. Credits and Course: 33 completed credits of the 44 general education requirements; completion of the following courses: COM 101 (COMS 110 for MIS majors) MATH 112, ACCT 200, BLAW 200, MGMT 200, Second Year Experience 201, ECON 201, ECON 202, ECON 207, and ACCT 210

FINANCE BS

Required General Education Courses (7 credits):
ECON 201 Principles of Macroeconomics (3)
MATH 112 College Algebra (4)

Required Lower Division Courses (23 credits):
COMS 101 Introduction to Microcomputers (3)
MGMT 200 Introduction to MIS (3)
ACCT 200 Financial Accounting (3)
ACCT 210 Managerial Accounting (3)
ECON 202 Principles of Microeconomics (3)
ECON 207 Business Statistics (4)
BLAW 200 Legal, Political and Regulatory Environment of Business (3)
FINA 201 Second Year Experience

Required Upper Division Courses (19 credits):
MRKT 310 Principles of Marketing (3)
MGMT 330 Principles of Management (3)
FINA 362 Business Finance (3)
IBUS 380 Principles of International Business (3)
MGMT 346 Production and Operations Management (3)
FINA 395 Personal Adjustment to Business (1)
MGMT 481 Business Policy and Strategy (3)

Required Finance Core Courses (12 credits):
FINA 460 Investments (3)
FINA 462 Strategic Financial Management (3)
FINA 466 Financial Institutions and Markets (3)
FINA 467 Insurance and Risk Management (3)

Required for Major (Option, 15 credits):
Select one of the following options:

CORPORATE FINANCE
FINA 461 Short-Term Financial Management (3)
ACCT 300 Intermediate Financial Accounting I (3)
ACCT 310 Management Accounting I (3)

Choose two of the following:
FINA 463 Security Analysis (3)
FINA 480 Options and Futures (3)
FINA 492* Internship (3) P/N
ACCT 301 Intermediate Financial Accounting II (3)
ACCT 311 Management Accounting II (3)
ACCT 410 Business Income Tax (3)
ACCT 411 Individual Income Tax (3)

FINANCIAL PLANNING AND INSURANCE
FINA 459 Personal Financial Planning (3)
FINA 466 Employee Benefit Planning (3)
FINA 470 Life and Health Insurance (3)

Choose two of the following:
FINA 458** Estate Planning (3)
FINA 463 Security Analysis (3)
FINA 477 Real Estate (3)
FINA 478 Real Estate Investment (3)
FINA 480 Options and Futures (3)
FINA 492* Internship (3) P/N
ACCT 411** Individual Income Tax (3)
MRKT 412 Professional Selling (3)

INSTITUTIONAL FINANCE
FINA 461 Short-Term Financial Management (3)
FINA 463 Security Analysis (3)
FINA 482 Commercial Bank Management (3)

Choose two of the following:
FINA 470 Life and Health Insurance (3)
FINA 477 Real Estate (3)
FINA 478 Real Estate Investment (3)
FINA 480 Options and Futures (3)
FINA 492 Internship (3) P/N
ACCT 310 Management Accounting I (3)

INVESTMENT ANALYSIS
FINA 463 Security Analysis (3)
FINA 480 Options and Futures (3)
ACCT 300 Intermediate Financial Accounting I (3)

Choose two of the following:
FINA 459 Personal Financial Planning (3)
FINA 466 Employee Benefit Planning (3)
FINA 470 Life and Health Insurance (3)
FINA 477 Real Estate Appraisal (3)
FINA 477 Real Estate (3)
FINA 478 Real Estate Investment (3)
FINA 492 Internship (3) P/N
ACCT 301 Intermediate Financial Accounting II (3)
ACCT 411 Individual Income Tax (3)

4 Instructor's permission required
** Students who wish to meet the education requirements to sit for the Certified Financial Planner (CFP) are required to take FINA 458, FINA 463, and ACCT 411 in addition to completing the Finance core requirements and the required courses in the Financial Planning area of emphasis.

Required Minor: None.

FINANCIAL PLANNING MINOR

Required for Minor (18 credits):
FINA 100 Personal Financial Management (3) OR
FINA 362 Business Finance (3)
FINA 459 Personal Financial Planning (3)
FINA 467 Insurance and Risk Management (3)

Choose at least three of the following:

2005-2006 Undergraduate Bulletin
FINA 458  FINA 460  FINA 463  FINA 464
FINA 466  FINA 470  FINA 471  FINA 478
FINA 498  FINA 497 P/N*  ACCT 411
MKT 412

* Instructor's permission required.

POLICIES/INFORMATION

Academic Advising: Students will initially receive their advising from the professional advisors in the College of Business Advising Center. When a student applies to the College of Business, they will be assigned a faculty advisor in the major area of study. Questions regarding the assignment of advisors can be answered in the College of Business Advising Center, 151 Morris Hall, 507-389-2963.

Information Technology Initiative: Students with a major or minor in the College of Business are required to obtain a notebook computer with a standard set of applications from the Campus Computer Store at Minnesota State University. Students who are majoring in other colleges may be able to enroll in non-notebook classes as they are offered. For further information, please refer to the College of Business section at the front of this bulletin.

College of Business Policies: Students who are business minors, non-business majors or those who are not seeking a four-year degree may take up to 24 credits in the College of Business. Students must be admitted to the College of Business to be granted a Bachelor of Science degree in any College of Business major.

Residency: Transfer students must complete a minimum of 30 resident credits at the upper division (300-499) level in the College of Business at Minnesota State University, Mankato.

Transfer students pursuing a major or minor in the College of Business must complete at least 50% (one-half) of their major or minor coursework at Minnesota State University, Mankato.

No more than three of the required nine courses in a track may be transferred from another university and be applied toward the Finance degree, if a student is to be awarded a degree in finance from MSU.

GPA Policy: Students must earn a minimum grade point average of 2.0 (C) on the total courses taken in the College of Business and a 2.25 overall GPA to meet graduation requirements.

P/N Grading Policy: No more than one-fourth of a student's major shall consist of P/N grades.

Assessment Policy: The College of Business believes that the ongoing assessment of its programs makes a vital contribution to the quality of those programs and to student learning. Student participation is an important and expected part of the assessment process.

Internships: Students are encouraged to participate in business and industrial organizations through internship programs. Internships are available during the junior and senior years. Students interested in internships should interview early with the internship coordinator for enrollment in this program.

Student Organizations: Delta Sigma Pi is a coeducational business fraternity organized to further the camaraderie of business students and professionals. Delta Sigma Pi provides members the opportunity to network with current business students and alumni throughout the United States.

The Finance Planning Club provides students with a direct link to professionals employed in finance positions. This is a professional and social club for all majors.

The Financial Club is a student chapter for the International Association for Financial Planning (IAFP) at MSU. It maintains strong ties with the IAFP-MN chapter, as well as with other practitioners in the field.

The Council of Student Business Organizations (COSBO), which is comprised of the presidents of the nine organizations and the college representative to the Student Senate, works directly with the Dean's office in coordinating activities of the various organizations and sponsors activities of their own.

Course Descriptions

FINA 101 (3) Personal Financial Management
Fundamental concepts of managing cash flows, preparation of personal budget, personal debt management, financial goal establishment, savings and investments, insurance.
Pre: ACCT 210, Jr. Standing

FINA 201 (0) Second Year Experience

FINA 362 (3) Business Finance
An introduction to financial relating to problems, methods, and policies in financing business enterprise.
Pre: FINA 395 F, S

FINA 395 (1) Personal Adjustment to Business
This course reviews the steps to prepare for future job placement. Topics include the preparation of a credentials file, interview skills, the creation of an effective resume and cover letter, the process of networking, the internship program, requirements for graduation, opportunity for travel studies and application for graduate studies.
Pre: FINA 395 F, S

FINA 458 (3) Estate Planning
Principles and techniques for estate planning. Examination of various retirement plans available, and the legal and tax environment impacting an estate's portfolio.
Pre: FINA 100 or 362 S

FINA 459 (3) Personal Financial Planning
Fundamental concepts of personal financial management: insurance, budgeting, credit, savings, investments, retirement and estate planning, and consumer debt management.
Pre: FINA 100 or 362 F

FINA 460 (3) Investments
Formulation of investment policy of individuals and institutions, factors influencing the values of securities, and techniques of portfolio selection and management.
Pre: FINA 362 F, S

FINA 461 (3) Short-Term Financial Management
This course describes the nature and types of credit, instrument and agencies. It deals with the management and analysis of consumer and commercial credit and control.
Pre: FINA 362 F

FINA 462 (3) Strategic Financial Management
Applications of financial principles and analytical tools through the use of case studies and problems from local businesses.
Pre: FINA 362 F, S

FINA 463 (3) Security Analysis
Tools and techniques to aid in individual and institutional portfolio management.
Pre: FINA 362 and FINA 460 S

FINA 464 (3) Financial Institutions and Markets
Introduction to money and capital markets, instruments and institutions. Consideration of the management problems of financial institutions.
Pre: FINA 362 F, S

FINA 466 (3) Employee Benefit Planning
Introduction to money and capital markets, instruments and institutions. Consideration of the management problems of financial institutions.
Pre: FINA 100 or 362 S

FINA 467 (3) Insurance and Risk Management
Principles and practices of risk management in the recognition and treatment of

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Department of Finance
Meeting Minutes-10/03/05

Attending: Wilcox, Severns, Lee, Reising, Young, Thiewes, and Swanson.

1. The meeting minutes for the meeting held on August 26, 2005 were read and approved by unanimous vote.

2. The Department discussed proposed Curriculum changes. The Department voted unanimously in favor of the following changes and proposals:
   
   a. Add ACCT 320-3 Management Information Systems (ACCT 300) as an elective to the Corporate Finance track.
   b. Drop ACCT 310-3 Management Accounting I (ACCT 210) as an elective to the Institutional Finance track.
   c. Drop FINA 476-3 Real Estate Appraisal (FINA 362) as an elective to the Investment Analysis track.
   d. Drop FINA 498-3 Internship (Graduate) as an elective to the Financial Planning minor.
   e. Propose FINA 100-3 Personal Financial Management be accepted as a General Education course.

   The Department also discussed several possible changes to the Financial Planning track but felt it best to not make any changes until the new Faculty member is hired and able to offer their input on this matter.

3. The Chair (Steve Wilcox) requested the three Faculty members (Harry Thiewes, Roger Severns, and Joe Reising) attending the FMA meetings review the applications for the Department's two advertised Faculty positions and create an interview schedule. The Chair distributed copies of Screening Forms to be used in this process.
Minutes of the College of Business
Curriculum Committee
March 30, 2006

The curriculum committee met at 12:00 p.m. in Morris Hall 215. Present were Mary Rolfes (Accounting), Jon Kalinowski (Management), Kevin Elliott (Marketing & International Business), and Roger Sevems (Finance).

1) The curriculum meeting followed an assurance of learning meeting. In the assurance of learning meeting they had discussed the appropriate tools to use in the assessment process. This discussion was continued in the curriculum meeting.

2) We discussed the new ethics course, and the appropriate pre-requisites for that course, at some length.

3) By unanimous vote the rules were suspended, so as to allow first and final consideration for several proposals (see below).

4) Several proposals were presented, and all were passed unanimously. They included:

A) **Finance**: would add a program emphasis in “General Finance”.

B) **Finance**: would add Accounting 320, Accounting Information Systems, as an elective to the Corporate Finance emphasis.

C) **Finance**: would add Accounting 300 and 301 (Intermediate Financial Accounting and Intermediate Financial Accounting II) as electives to the Institutional Finance emphasis.

D) **Finance**: would remove Accounting 310 (Management Accounting I) as an elective in the Institutional Finance emphasis.

E) **Finance**: would remove Finance 476 (Real Estate Appraisal) as an elective in the Investment Analysis emphasis.

F) **Finance**: would remove Finance 498 (Internship for a grade) as an elective in the Financial Planning minor.

G) **Finance**: (Change in Prerequisites); Management 305 (ethics) would be added as a pre-requisite for Finance 459, 463, and 482.

H) Accounting: Change in Prerequisites.

The meeting was adjourned at 1:00 p.m.