



Minnesota State University, Mankato HOLD and CLEAR buttons only compatible with Acrobat V. 4 and 5
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.

College: <u>Business</u>		(Check all that apply):		Proposal # <u>310</u>
Department: <u>Accounting</u>		<input checked="" type="checkbox"/> Undergraduate		Effective Date of Change:
Program: <u>Accounting</u>		<input type="checkbox"/> Graduate		Academic Year <u>05-06</u>
Type of Change: <u>change in policy</u>		CIP # _____		(For Office Use Only)
Proposed: <u>N/A</u>				Course Designator and Number
Title Current: _____				Number of Credits
Title Proposed: _____				
24-Char. Abbrev: _____				(if applicable)

Include a course or program description for the Bulletin (30-40 words maximum for courses, 100 for programs):

Accounting majors or minors must earn a grade of "C" or better in required accounting and business law classes.

Rationale or Justification for change:

The department voted to require that students must earn a grade of "C" or better in accounting or business law courses required for the accounting major or minor. Department meeting minutes of 8/25/04 are attached.

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

General Education Course:		Cultural Diversity Course:
GE Category #	GE Category Name (Maximum of 3 Categories)	(Please check one.)
<u>N/A</u>		<input type="checkbox"/> Core (At least 75% devoted to topics of race, gender, sexual orientation, age, class, and disabilities as they occur in United States Society.)
<u>N/A</u>		<input type="checkbox"/> Related (At least 25% devoted to the above topics or to a global perspective on topics related to African American, Asian, Hispanic, and Native American inhabitants of the United States.)
<u>N/A</u>		

7 For Writing Intensive Courses, attach a description of the kind and quantity of writing.
7 For Upper Division Courses, include a description of the respects in which it 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.

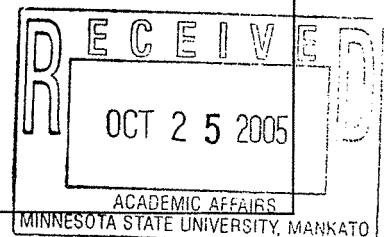
*****For New Courses*****

(Check all that apply):	Instructional Type: <u>Lecture</u>	Course will be offered:
<input type="checkbox"/> Course is an elective.	Grading Format: <input type="checkbox"/> Grade <input type="checkbox"/> P/N	<input type="checkbox"/> Fall Semester
<input type="checkbox"/> Course is required for program		<input type="checkbox"/> Spring Semester
<input type="checkbox"/> Pre- or Co-requisites:		<input type="checkbox"/> Summer Session
<input type="checkbox"/> 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:

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





Minnesota State University, Mankato
Curriculum Proposal

Signature Page

Department		<u>Mary Rolfes</u>	<u>9/23/05</u>
<input checked="" type="checkbox"/> Recommended	(Category/ies _____)	Department Chair	Date
<input type="checkbox"/> Not Recommended	(Category/ies _____)		
Comments:			
College Curriculum Committee		<u>Ann J. Thyme</u>	<u>10-10-05</u>
<input checked="" type="checkbox"/> Recommended	(Category/ies _____)	Committee Chair	Date
<input type="checkbox"/> Not Recommended	(Category/ies _____)		
Comments:			
College Dean		<u>Scott John</u>	<u>10-17-05</u>
<input checked="" type="checkbox"/> Recommended	(Category/ies _____)	Dean	Date
<input type="checkbox"/> Not Recommended	(Category/ies _____)		
Comments:			
General Education Subcommittee			
<input type="checkbox"/> Recommended	(Category/ies _____)	General Education Subcommittee Chair	Date
<input type="checkbox"/> Not Recommended	(Category/ies _____)		
Comments:			
Undergraduate Curriculum and Academic Policy Committee		<u>Alan Romijk</u>	<u>11/16/05</u>
<input checked="" type="checkbox"/> Recommended	(Category/ies _____)	UCAP Faculty Chair	Date
<input type="checkbox"/> Not Recommended	(Category/ies _____)		
Comments:			
Faculty Association Graduate Committee			
<input type="checkbox"/> Recommended		Faculty Association Graduate Chair	Date
<input type="checkbox"/> Not Recommended			
Comments:			
Graduate Dean			
<input type="checkbox"/> Recommended		Graduate Dean	Date
<input type="checkbox"/> Not Recommended			
Comments:			
Academic Affairs Council		<u>[Signature]</u>	<u>11/22/05</u>
<input checked="" type="checkbox"/> Recommended	(Category/ies _____)	Assistant Vice President	Date
<input type="checkbox"/> Not Recommended	(Category/ies _____)		
Comments:			
Senior Vice President and Vice President for Academic Affairs		<u>[Signature]</u>	<u>11/22/05</u>
<input checked="" type="checkbox"/> Approved	(Category/ies _____)	Sr. Vice President / Vice Pres. Academic Affairs	Date
<input type="checkbox"/> Not Approved	(Category/ies _____)		
Comments:			

Minutes
Department of Accounting and Business Law
August 25, 2004

Chairperson Mary Rolfes opened the meeting at 8:45 a.m. Members present: Jane Baird, Paul Brennan, Penny Herickhoff, Georgia Holmes, Vicki Luoma, Marilyn Okleshen, Ash Patel, Paul Schwinghammer, Ray Williams, Steve Woehrle and Robert Zelin. Dan Levin is on sabbatical and Abo Habib was on sick leave.

1. Shane Bowyer spoke to the group about our development office. He is always willing to work with our department in fundraising. Alumni are usually very receptive and often make offers to speak to our classes. Daryl and Karyl Henze have given a \$25,000 endowment to our department.
2. Mary introduced our two new faculty, Ash Patel in accounting and Vicki Luoma in business law.
3. Mary reminded faculty of the following dates and events:
 - September 16 is the department golf outing and scholarship banquet
 - September **28** is the Accounting and Auditing Student Conference
 - October 13 is Business and Career Day
4. We have 3 work-study students for this academic year. Please see Dianna if you are interested in having help this year.
5. Recruiters will soon be on campus for internship interviews. Along that same line, students in the 300- and 400-level classes will be asked if they wish to be notified via email about internship opportunities as they become available.
6. Mary requested faculty to get their requests for summer school assignments to her by Tuesday, August 31—courses and session preference.
7. Our department Sunshine Fund needs brightening. Please give your donation for this fund to Mary.
8. The department foundation balance was shared with the faculty. Just a reminder that the IFO travel allotment is \$1115 for this academic year and the department will subsidize an additional \$885. The College of Business Dean's Office also makes travel money available for scholarly reasons.
9. Department committees need to be covered. It is requested that each faculty member select at least two committees on which to serve (3 would be even better).
10. Curriculum issues were discussed. Should there be any changes to the accounting minor? Should Acct 477 be dropped? Acct 479 needs to be withdrawn from the current bulletin.
11. Items for future meetings were discussed.
12. A motion was made that students need to receive a grade of "C" or better in courses required for the accounting major and minor for continuance of major. Seconded and passed. A continuance in major policy will be drafted for consideration at a later meeting.

Meeting adjourned at 10:00 a.m.

Respectfully submitted,

Dianna Brandenburg
Administrative Assistant

Minnesota State University, Mankato
College of Business
Curriculum Committee

Meeting Minutes
October 10, 2005

Present: Jon Kalinowski, Ann Kuzma, Mary Rolfes, Roger Severns, Dooyoung Shin

The committee voted final approval to the following proposals:

1. Accounting – Change in policy – Rescind policy that requires students to return for one semester following an internship.
2. Accounting – Change in policy – Require students to earn a grade of “C” or better in Accounting or Business Law courses required for the Accounting Major or Minor.
3. Marketing – Program change – Change MRKT 412 (Professional Selling) from elective course to a required course for the Marketing Major.

The committee voted tentative and final approval to the following proposal:

Management – Program change – MGMT 472 (Project Management) is added to the list of general Management electives.

The committee briefly discussed an issue that has been brought up in another committee and a few departments, namely, the installation and use of SPSS versus SAS on student laptops. As no formal proposal had been submitted to the committee, discussion was limited. The committee did agree, however, that it should have a broader discussion at some point in the future regarding how to handle this type of issue.

The committee discussed the various suggestions that had been submitted at our previous meeting regarding the inclusion of ethics in the curriculum. Each committee reported feedback from his/her respective department. It appears that the inclusion of ethics in the FINA 395 – Personal Adjustment to Business – course had little support. Of the other two options, opinion appears to be divided between the addition of another credit hour to BLAW 200 or keeping the course at 3 credits. The committee suggested that another option could be the creation of a freestanding course – 1 or 2 credit hours. Mary Rolfes will offer these suggestions to the Chairs’ Council at their next meeting. Committee members will again solicit input from their departments.

The committee will meet again on October 24, 2005 at 9am.

Reported by,

Ann Kuzma