



**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.

		(Check all that apply):	Proposal # <u>303</u>
College: <u>Business</u>	<input checked="" type="checkbox"/> Undergraduate	Effective Date of Change:	
Department: <u>Management</u>	<input type="checkbox"/> Graduate	Academic Year <u>06-07</u>	
Program: <u>Human Resource Management</u>	CIP # _____	(For Office Use Only)	
Type of Change: <u>PROGRAM PROPOSALS</u>		Course Designator	Number of
Proposed: <u>Redesign--Add/Delete Program Option</u>	<u>Program change</u>	and Number	Credits
Title Current: _____			
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):

To begin taking courses for the Human Resource Management minor, students must have a cumulative GPA of 2.7 or higher

**Rationale or Justification for change:**

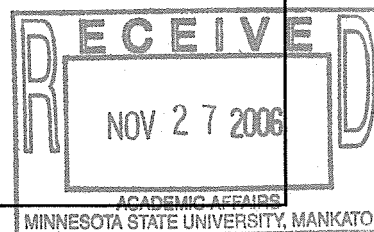
The 2006-2007 catalog requires a 2.7 GPA for admission to the COB. The 2.7 GPA requirement for HRM minors is being implemented to reflect the new COB admission requirement

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

<b>General Education Course:</b>		<b>Cultural Diversity Course:</b>
<b>GE Category #</b>	<b>GE Category Name (Maximum of 3 Categories)</b>	(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>		
? 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\*\*\***

(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.) _____		
<input type="checkbox"/> 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.		





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:
  - 7 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.
  - 7 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.
  - 7 Change in program name.
  - 7 Change in program CIP #.
  - 7 Change in TOTAL program credits.
  - 7 Change in degree award. For example, changing a B.A. to B.S.
  - 7 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.



Minnesota State University, Mankato  
Curriculum Proposal

\*\*\*Signature Page\*\*\*

**Department**  
 Recommended (Category/ies \_\_\_\_\_)  
 Not Recommended (Category/ies \_\_\_\_\_)  
 Comments:

*M. de M. Arpin* 11/21/06  
 Department Chair Date

**College Curriculum Committee**  
 Recommended (Category/ies \_\_\_\_\_)  
 Not Recommended (Category/ies \_\_\_\_\_)  
 Comments:

*Ann Payne* 11-22-06  
 Committee Chair Date

**College Dean**  
 Recommended (Category/ies \_\_\_\_\_)  
 Not Recommended (Category/ies \_\_\_\_\_)  
 Comments:

*St. J. L.* 11-22-06  
 Dean Date

**General Education Subcommittee**  
 Recommended (Category/ies \_\_\_\_\_)  
 Not Recommended (Category/ies \_\_\_\_\_)  
 Comments:

General Education Subcommittee Chair Date

**Undergraduate Curriculum and Academic Policy Committee**  
 Recommended (Category/ies \_\_\_\_\_)  
 Not Recommended (Category/ies \_\_\_\_\_)  
 Comments:

*[Signature]* 3/20/07  
 UCAP Faculty Chair Date

**Faculty Association Graduate Committee**  
 Recommended  
 Not Recommended  
 Comments:

Faculty Association Graduate Chair Date

**Graduate Dean**  
 Recommended  
 Not Recommended  
 Comments:

Graduate Dean Date

**Academic Affairs Council**  
 Recommended (Category/ies \_\_\_\_\_)  
 Not Recommended (Category/ies \_\_\_\_\_)  
 Comments:

*David Flannery* 3/21/07  
 Assistant Vice President Date

**Senior Vice President and Vice President for Academic Affairs**  
 Approved (Category/ies \_\_\_\_\_)  
 Not Approved (Category/ies \_\_\_\_\_)  
 Comments:

*[Signature]* 3/21/07  
 Sr. Vice President / Vice Pres. Academic Affairs Date

**Department of Management  
Meeting Minutes – 11/17/06**

Attending: Miles Smayling (Chair), Shane Bowyer, Marilyn Fox, Claudia Pragman, John Kaliski, Kathy Dale, Tim Scott, Dooyoung Shin, Sung Kim, Paul Schumann, Jon Kalinowski

Absent: Kim Hinrichs, Queen Booker, Rakesh Kawatra (Sabbatical), Brenda Flannery (On leave), Bud Roychoudhury, Howard Miller (Sabbatical)

1. The chair called the meeting to order and announced that the first item of business was to provide input on the application of Dr. Hinrichs for tenure and promotion. Claudia Pragman distributed a summary of supporting documentation based on Dr. Hinrichs promotion/tenure file. Dr. Hinrichs file had had been made available to the department for review. Chair Smayling suggested we take a vote on where the department currently stood with respect to the tenure decision. A secret ballot was conducted with the results being unanimous support for Dr. Hinrichs application for Tenure. Based on these results John Kaliski (seconded by Pragman) moved the Department of Management unanimously support the application for Tenure. Motion was also unanimously approved. Chair Smayling then suggested the department take a vote on the decision for Promotion. A second secret ballot was conducted with the results being unanimous support for Promotion. John Kaliski (seconded by Pragman) moved the Department of Management unanimously support the application of Promotion. Motion was unanimously approved.
2. Discussion centered on the current GPA requirement for entrance into the College of Business and whether this requirement should also apply to minors. Claudia Pragman made a motion that a student pursuing the Human Resource Management Minor have a 2.7 GPA before they can take HR courses. Motion was seconded by John Kaliski. Motion was unanimously approved by the department.
3. Chair Smayling requested that the MIS faculty identify current required CS courses whose numbers will change with the restructuring of Computer Science into two departments. These courses need to be identified as soon as possible so they can be made in catalog proofs.
4. Summer school funds have provided \$2500 for each faculty to spend on travel, research, or technology items.
5. The next Department meeting is scheduled for Friday, December 1<sup>st</sup>, 2006 at 9:00AM. The purpose of the meeting is to agree on language for the recommendation of Dr. Hinrichs for promotion and tenure. The department

will also meet on December 8<sup>th</sup> for assessment discussions with the specific time yet to be determined.

Respectfully submitted:

Jon Kalinowski

Minnesota State University, Mankato  
College of Business  
Curriculum Committee

November 22, 2006

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

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

- Proposal from the Department of Management to require a GPA of 2.7 for students wishing to begin the Human Resource Management minor.  
Rationale: The 2006-2007 university catalog requires a 2.7 GPA for admission to the College of Business. The 2.7 GPA requirement for HRM minors is being implemented to reflect the new COB admission requirement.

Recorded by:  
Ann Kuzma

