



# 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>329</u>
Department: <u>Accounting</u>		<input checked="" type="checkbox"/> Undergraduate		Effective Date of Change:
Program: <u>Accounting Minor</u>		<input type="checkbox"/> Graduate		Academic Year <u>06-07</u>
Type of Change: <u>PROGRAM PROPOSALS</u>		CIP # _____		(For Office Use Only)
Proposed: <u>Policy change</u>				
Title Current: _____				
Title Proposed: _____				
24-Char. Abbrev: _____				
			<b>Course Designator and Number</b>	<b>Number of Credits</b>
			(if applicable)	

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

To begin taking 300 level courses for the Accounting minor, students must have a cumulative GPA of 2.7 or higher.

Rationale or Justification for change:

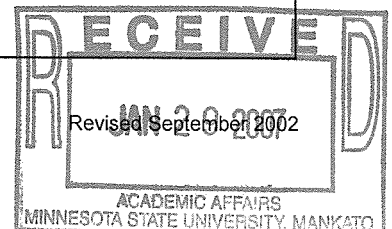
The 2006-2007 Undergraduate Bulletin requires a 2.7 GPA for admission to the COB. The 2.7 GPA requirement for accounting minors is being implemented to reflect the new COB admission standard.

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

<b>General Education Course:</b>		<b>Cultural Diversity Course:</b>
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>		
<p>? For Writing Intensive Courses, attach a description of the kind and quantity of writing.</p> <p>? 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.</p>		
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.		





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\*\*\*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 CIP #.
  - ? 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.



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

<b>Department</b>			
<input checked="" type="checkbox"/> Recommended	(Category/ies _____)	<u>Mary Ralfe</u>	<u>1/26/07</u>
<input type="checkbox"/> Not Recommended	(Category/ies _____)	Department Chair	Date
Comments:			
<b>College Curriculum Committee</b>			
<input checked="" type="checkbox"/> Recommended	(Category/ies _____)	<u>Ann Kyma</u>	<u>1/29/07</u>
<input type="checkbox"/> Not Recommended	(Category/ies _____)	Committee Chair	Date
Comments:			
<b>College Dean</b>			
<input checked="" type="checkbox"/> Recommended	(Category/ies _____)	<u>Scott John</u>	<u>1-29-07</u>
<input type="checkbox"/> Not Recommended	(Category/ies _____)	Dean	Date
Comments:			
<b>General Education Subcommittee</b>			
<input type="checkbox"/> Recommended	(Category/ies _____)		
<input type="checkbox"/> Not Recommended	(Category/ies _____)	General Education Subcommittee Chair	Date
Comments:			
<b>Undergraduate Curriculum and Academic Policy Committee</b>			
<input checked="" type="checkbox"/> Recommended	(Category/ies _____)	<u>[Signature]</u>	<u>3/20/07</u>
<input type="checkbox"/> Not Recommended	(Category/ies _____)	UCAP Faculty Chair	Date
Comments:			
<b>Faculty Association Graduate Committee</b>			
<input type="checkbox"/> Recommended			
<input type="checkbox"/> Not Recommended		Faculty Association Graduate Chair	Date
Comments:			
<b>Graduate Dean</b>			
<input type="checkbox"/> Recommended			
<input type="checkbox"/> Not Recommended		Graduate Dean	Date
Comments:			
<b>Academic Affairs Council</b>			
<input checked="" type="checkbox"/> Recommended	(Category/ies _____)	<u>David Flannery</u>	<u>3/28/07</u>
<input type="checkbox"/> Not Recommended	(Category/ies _____)	Assistant Vice President	Date
Comments:			
<b>Senior Vice President and Vice President for Academic Affairs</b>			
<input checked="" type="checkbox"/> Approved	(Category/ies _____)	<u>S. J. B.</u>	<u>3/28/07</u>
<input type="checkbox"/> Not Approved	(Category/ies _____)	Sr. Vice President / Vice Pres. Academic Affairs	Date
Comments:			

Minutes  
Department of Accounting and Business Law  
December 1, 2006

Mary Rolfes called the meeting to order at 12:00 noon in MH 208. Members present: Jane Baird, Abo Habib, Penny Herickhoff, Iny Hwang, Dan Levin, Tom Olach, Paul Schwinghammer and Robert Zelin. Members absent: Paul Brennan, Georgia Holmes, Vicki Luoma, Marilyn Okleshen and Steve Woehrl

Mary announced the executive lecture for next week has been cancelled. Mary also announced the dates for the spring semester meetings: Fridays, January 26, February 23, March 23 and April 20, 2007.

The most current copy of the department's spring schedule was distributed.

There was discussion as to whether or not there should be grade point minimums for our three minors: accounting, business law and business administration. Following discussion a motion was made, seconded and passed to require a 2.7 GPA for admission to the accounting minor. There was considerable discussion regarding business law and business administration. Those decisions were tabled until our January meeting.

There are university funds available for equipment and classroom improvements. There was a request for wireless reception to be improved in MH 211 particularly at the front of the room by the teacher podium.

This year the department will receive \$39,990 in summer money funds. Initially, \$2000 will be allocated to each faculty member for professional travel, etc. Additional funds will be distributed by special request on a case-by-case basis. Funds must be encumbered by May 1 and paid out by June 30. As a reminder in general, ALL travel fiscal 2007 travel must be submitted for payment by mid-July. The actual date will be on the Business Office website.

Regarding the department's strategy for moving ahead, Mary Rolfes reported she had given Dean Scott Johnson the letter composed and signed by all department members stating the need the department has for an additional faculty in accounting. The response by Dean Johnson was not encouraging. Some options available are: 1) large sections of 250 students for our 200-level courses; 2) require a 2.4 GPA for Accounting 200 and 210; 3) offer large sections of Accounting 200 and 210 for non-accounting and non-finance majors; 4) have a 3.0 GPA entrance requirement for our major.

After much discussion Mary requested the department members think on these and additional strategies and we will re-visit this at our January meeting. We need to decide how best to maximize our offerings at the 300- and 400-level while still best serving our 200-level students.

Paul Schwinghammer said he had been asked by Dean Johnson to bring up the possibility of requiring an internship of all our accounting majors. Discussion. It was decided to leave things status-quo, i.e. not require an internship for our accounting majors.

Meeting adjourned at 1:30 p.m.

Respectfully submitted

Dianna Brandenburg  
Administrative Assistant

Minnesota State University, Mankato  
College of Business  
Curriculum Committee

January 29, 2007

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

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

- Proposal from the Department of Accounting to require a GPA of 2.7 for students to begin taking 300 level courses for the Accounting 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 Accounting minors is being implemented to reflect the new COB admission requirement.
- Proposal from the Department of Accounting to require a grade of "C" in Accounting 200 as a prerequisite in order to register for Accounting 300 – Intermediate Financial Accounting I. The prerequisite change is being implemented to better ensure student success in the course.
- Proposal from the Department of Accounting to require a grade of "C" in Accounting 210 to register for Accounting 310 – Intermediate Management Accounting I. The prerequisite change will better ensure student success in the course.

Recorded by,  
Ann Kuzma

