



Minnesota State University, Mankato

Curriculum Proposal

MSU and CLEAR leaders are committed to Academic Excellence

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>134</u>
College: <u>Business</u>	<input checked="" type="checkbox"/> Undergraduate		Effective Date of Change:
Department: _____	<input type="checkbox"/> Graduate		Academic Year <u>07-08</u>
Program: <u>All majors in College of Business</u>	CIP # _____		(For Office Use Only)
Type of Change: <u>PROGRAM PROPOSALS</u>		Course Designator and Number	Number of Credits
Proposed: <u>Change in Requirements</u>			
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):

Rationale or Justification for change:

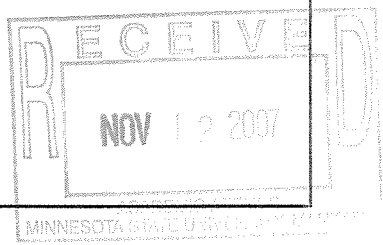
The College of Business is requesting that MATH 130 Finite Mathematics and Introductory Calculus replace MATH 112 College Algebra as a required course for all College of Business students. Students that successfully complete MATH 130 will be able to apply higher-order problem solving skills and modeling strategies to common business decisions. This course outcome is congruent with the College of Business Learning Outcome that all students can analyze business problems using information technology and research methods appropriate to their discipline(s), and then use the results in business decision making.

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

<p style="text-align: center;">General Education Course:</p> <table style="width: 100%;"> <tr> <th style="width: 15%;">GE Category #</th> <th>GE Category Name (Maximum of 3 Categories)</th> </tr> <tr> <td style="text-align: center;">N/A</td> <td></td> </tr> <tr> <td style="text-align: center;">N/A</td> <td></td> </tr> <tr> <td style="text-align: center;">N/A</td> <td></td> </tr> </table> <p>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 is broad and general rather than narrow and specific, and so suitable as GE.</p> <p>Attach paper copies of the following:</p> <ol style="list-style-type: none"> Syllabus or course outline. Course's student learning outcomes associated with each GE competency or CD designation. List of strategies to be used to assess students' achievement of each GE competency or CD designation. 	GE Category #	GE Category Name (Maximum of 3 Categories)	N/A		N/A		N/A		<p style="text-align: center;">Cultural Diversity Course:</p> <p>(Please check one.)</p> <p><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.)</p> <p><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.)</p>
GE Category #	GE Category Name (Maximum of 3 Categories)								
N/A									
N/A									
N/A									

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

<p>(Check all that apply):</p> <p><input type="checkbox"/> Course is an elective.</p> <p><input type="checkbox"/> Course is required for program</p> <p><input type="checkbox"/> Pre- or Co-requisites: _____</p> <p><input type="checkbox"/> Other courses are being changed or eliminated. (Explain.) _____</p>	<p>Instructional Type: <u>Lecture</u></p> <p>Grading Format: <input type="checkbox"/> Grade <input type="checkbox"/> P/N</p>	<p>Course will be offered:</p> <p><input type="checkbox"/> Fall Semester</p> <p><input type="checkbox"/> Spring Semester</p> <p><input type="checkbox"/> Summer Session</p>
<p><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.)</p> <p>Attach paper copies of the following:</p> <ol style="list-style-type: none"> 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. 		





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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/prs/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.



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Signature Page

Department

Recommended (Category/ies _____)
 Not Recommended (Category/ies _____)

see attached 11-7-07
 Department Chair Date

Comments:

College Curriculum Committee

Recommended (Category/ies _____)
 Not Recommended (Category/ies _____)

Ann Kuzma 11-7-07
 Committee Chair Date

Comments:

College Dean

Recommended (Category/ies _____)
 Not Recommended (Category/ies _____)

Stella Johnson 11-12-07
 Dean Date

Comments:

General Education Subcommittee

Recommended (Category/ies _____)
 Not Recommended (Category/ies _____)

 General Education Subcommittee Chair Date

Comments:

Undergraduate Curriculum and Academic Policy Committee

Recommended (Category/ies _____)
 Not Recommended (Category/ies _____)

[Signature] 3/2/08
 UCAP Faculty Chair Date

Comments:

Faculty Association Graduate Committee

Recommended
 Not Recommended

 Faculty Association Graduate Chair Date

Comments:

Graduate Dean

Recommended
 Not Recommended

 Graduate Dean Date

Comments:

Academic Affairs Council

Recommended (Category/ies _____)
 Not Recommended (Category/ies _____)

David Flannery 3/14/08
 Assistant Vice President Date

Comments:

Senior Vice President and Vice President for Academic Affairs

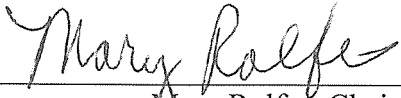
Approved (Category/ies _____)
 Not Approved (Category/ies _____)

[Signature] 3/14/08
 Sr. Vice President / Vice Pres. Academic Affairs Date

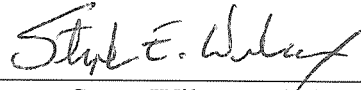
Comments:

November 7, 2007

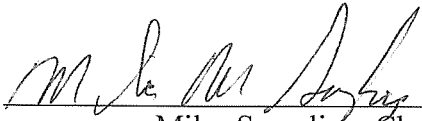
We, the undersigned, representing all departments and undergraduate programs in the College of Business, Minnesota State University, Mankato, request that MATH 130 (Finite Mathematics and Introductory Calculus) replace MATH 112 College Algebra as a required course for all College of Business students. All departments have approved this request; appropriate department meeting minutes are attached.



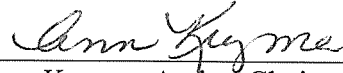
Mary Rolfes, Chair
Accounting and Business Law



Steve Wilcox, Chair
Finance



Miles Smayling, Chair
Management



Ann Kuzma, Acting Chair
Marketing and International Business

7-Nov-07

College of Business

Common Core--Accounting, Finance, International Business, Management, Marketing

OLD

Required General Education (7 credits):

ECON 201 Principles of Macroeconomics (3)

MATH 112 College Algebra (4)

Required Support Courses (42 credits)

Lower Division:

ACCT 200 Financial Accounting (3)
ACCT 210 Managerial Accounting (3)
Legal, Political and Regulatory
BLAW 200 Environment of Business (3)
ECON 202 Principles of Microeconomics (3)
ECON 207 Business Statistics (4)
COMS 101 Introduction to Microcomputers (3)
MGMT 200 Introduction to MIS (3)

Upper Division

FINA 452 Business Finance (3)
IBUS 380 Principles of International Business (3)
MGMT 330 Principles of Management (3)
Production and Operations
MGMT 346 Management (3)
FINA 395 Personal Adjustment to Business (1)
MGMT 481 Business Policy and Strategy (3)
MRKT 310 Principles of Marketing (3)
MGMT 305 Business Ethics Fundamentals (1)

Required for Major:

NEW

Required General Education (7 credits):

ECON 201 Principles of Macroeconomics (3)

MATH 130 Finite Mathematics and Intro Calculus

Required Support Courses (42 credits)

Lower Division:

ACCT 200 Financial Accounting (3)
ACCT 210 Managerial Accounting (3)
Legal, Political and Regulatory
BLAW 200 Environment of Business (3)
ECON 202 Principles of Microeconomics (3)
ECON 207 Business Statistics (4)
COMS 101 Introduction to Microcomputers (3)
MGMT 200 Introduction to MIS (3)

Upper Division

FINA 452 Business Finance (3)
IBUS 380 Principles of International Business (3)
MGMT 330 Principles of Management (3)
Production and Operations
MGMT 346 Management (3)
FINA 395 Personal Adjustment to Business (1)
MGMT 481 Business Policy and Strategy (3)
MRKT 310 Principles of Marketing (3)
MGMT 305 Business Ethics Fundamentals (1)

No changes are being made in any major specific course requirements at this time. Students will now have one fewer elective credit. All programs stay within 128 credit hours.

Minnesota State University, Mankato
College of Business
Curriculum Committee

November 7, 2007

Members: Ann Kuzma (Marketing and International Business), Mary Rolfes (Accounting and Business Law), Tim Scott (Management), Steve Wilcox (Finance)

1. Math 130 Proposal

A copy of the proposal to include Math 130 – Finite Mathematics and Introductory Calculus – as a required course for all College of Business students had previously been distributed to committee members. All departments met and voted to accept the proposal. Action taken: Members of the committee voted tentative and final approval.

2. Department of Management Proposal

Management proposed a change in title for the course MGMT 472 from Information Technology Project Management to MGMT 472 Project Management. Rationale provided for the change: the course is now an elective for general management majors who need the skills for managing mainly non-IT projects. Action taken: The committee voted tentative and final approval.

Recorded by,



Ann Kuzma

Wilcox, Stephen E

From: Severns, Roger
Sent: Monday, October 22, 2007 3:47 PM
To: Wilcox, Stephen E; Larson, Stephen J; Palkar, Darshana D; Park, Hyuna; Reising, Joseph J; Swanson, Richard; Thiewes, Harold
Subject: RE: please cast your vote for MATH 130

Dear Steve,

I think you all know my opinion on this subject; this is long overdue. Please mark me down (in absentia) as "Yes."

Thanks,

Rog

From: Wilcox, Stephen E
Sent: Monday, October 22, 2007 2:25 PM
To: Larson, Stephen J; Palkar, Darshana D; Park, Hyuna; Reising, Joseph J; Severns, Roger; Swanson, Richard; Thiewes, Harold
Subject: please cast your vote for MATH 130

Please stop by MH 150 and cast your vote for the MATH 130 proposal. I have taped the proposal to Melva's countertop. Please check "Yes" or "No" and then sign your name.

It is very difficult to find another AACSB-accredited business school that has a college algebra math requirement. I have attached files that I received from Linda Meidl concerning math requirements at other schools. As you can see, we currently have a lower entry level math requirement than any of the schools we should reasonably consider to be our peers.

I do believe that a MATH 130 requirement would benefit all College of Business students, but particularly Finance students. Exposure in MATH 130 to the time value of money and the Excel usage in labs clearly create benefits for many FINA courses.

Please vote by tomorrow (Tuesday, 10/23) as the Curriculum Committee meets on Wednesday of this week. Rog, would you please let me know your vote via e-mail and I will attach the e-mail to the signature page?

Thanks,

Steve

Minutes
Department of Accounting and Business Law
October 19, 2007

The meeting was called to order by Mary Rolfes. Members present: Baird, Brennan, Habib, Herickhoff, Holmes, Hwang, Levin, Luoma, Okleshen and Olach. Zelin and Schwinghammer are on sabbatical. Woehrle was absent.

1. The department was timely in submitting text requests for Spring semester and are the recipient of a free breakfast provided by Barnes & Noble. A date will be determined.
2. The faculty were reminded to confirm their attendance at the department social by this next Wednesday.
3. Everyone received an email regarding security training. Mary requested that faculty complete the training. The link is on D2L. Penny Herickhoff expressed concern about training regarding campus security protocol, i.e. how to ensure the safety of your students should a threatening situation develop in the classroom or buildings. Mary will take that concern forward to our dean.
4. The IT Committee has asked that student computers be checked for compliance. It was requested that faculty teaching Accounting 200, 210 and 300-level courses and Business Law 200 check student computers for compliance stickers. If these stickers are not present, there is a handout that student needs to receive and the faculty needs to record the student's name. Users of non-compliant computer will have a registration hold placed on their records. It was requested this be done within the next week.
5. Effective Spring 2008 Accounting 200 and 210 will be covered by the administrative drop policy. Students who have not contacted the department with a legitimate reason for missing the first day of class will be administratively dropped by the Registrar from that course. A waiting list will be used to fill the vacancies in each class created by these drops.
6. The new math course for the College of Business was discussed extensively. Mary called for a vote to approve or disapprove this course. Paul Brennan made a motion to adopt the course. Jane Baird seconded. There was no further discussion. Motion passed.
7. There needs to be a curriculum review of both accounting and business law in light of the 120-hour requirement. Do we need to do some revisions? Please email Mary with concerns and issues regarding our current curriculum when considering the 120-hour requirement.

8. Tom Olach asked if other faculty were having problems with their new laptops, particularly Vista. Discussion followed.

Meeting adjourned at 1:10 p.m.

Respectfully submitted,

Dianna Brandenburg
Administrative Assistant

Minutes

Department of Marketing and International Business

November 2, 2007

Present: Mark Hall, Anaam Hashmi, Basil Janavaras, Jianwei Hou, Sandra King, Ann Kuzma, John Kuzma, Juan Meng, Richard Young, Turgut Guvenli

Absent: Ken Anglin, Linda, Anglin, Kevin Elliott (sabbatical)

1. Center for Excellence in Scholarship and Research made presentations.
2. The minutes of the October 5, 2007 meeting were approved.
3. Announcements
 - a. College of Business Etiquette Dinner will be held on Nov. 7 and 8, 2007.
 - b. John Kuzma announced the sales competition in upcoming weeks.
 - c. John Kuzma announced that a Center for Sales Excellence could be in place in the near future.
4. Administrative Drop Policy (ADP)
 - a. The course schedule for the Spring 2008 has included this policy under all marketing courses.
 - b. Marketing faculty members need to make announcements in their classes about this policy.
 - c. The common policy for excuses should be based on the following two considerations:
 - i. Students must have a really good reason for their absence.
 - ii. For students who attend multiple marketing courses, there should be a universal agreement among faculty members on students' excuses.
 - d. For the next year's ADP, we would like to see how this policy works out for the Spring 2008 Semester before making our decisions. Ann Kuzma has sent an email to the registration office to postpone our decisions, and waiting for their reply.
5. Vice President for Strategic Business, Education, and Regional Partnerships Robert Hoffman has been contacted by several companies regarding consulting/student project opportunities. Companies are willing to pay for our services. This discussion is only in the preliminary stage (e.g., general inquiry).
6. Georges Liberman visit

Basil Janavaras stated that there has been a request to help fund the visit of a French businessman (CEO and Chairman of XIRING) to campus. He could serve as a presenter or guest speaker for our department. The amount requested is \$300. In general, we intend to support his visit. During the meeting, we discussed the possible sources for the fund (e.g., dean's office, department, etc.). Ann Kuzma will talk to the Dean first.
7. Math course proposal
 - a. Ann Kuzma updated the state of this issue:
 - i. A proposal has been submitted to the Curriculum Committee regarding Math 130 as a prerequisite for FIN362. It will affect every department in the COB since FIN362 is a required course for all business majors.
 - ii. Other departments have voted to support this proposal.

- iii. Nov. 16 is the deadline for the next year's catalog.
 - b. During the meeting, we voted to support this proposal.
- 8. Advisory Council
 - a. We discussed whether we really need an advisory council for our department. The following concerns have emerged during the discussion:
 - i. The purpose of having this council is to get feedbacks, but it seems that we have not taken any input from the council.
 - ii. Council members seem not very interested.
 - iii. There are other ways to get feedbacks (e.g., past graduates or companies who hire our students).
 - b. Ann Kuzma will try to get some placement information, and then we will decide what to do next.
 - c. During the meeting, we voted to drop the Department Advisory Council.

The meeting was adjourned at 11:30 am.

Submitted by Jianwei Hou