**CBA Curriculum Committee**

**Executive Summary for 2019-20 Academic Year**

In addition to reviewing proposed curricular changes, the CC had the following charges:

1. Act on faculty feedback from May 2019 All College Meeting for revisions to math requirements for CBA majors.
2. Consider a Quantitative Literacy Learning Objective
3. Finalize and submit a proposal for Writing in the College.
4. Review the content and language of the global learning objective to ensure it:
	1. Is consistent with the CBA’s new mission statement
	2. Is consistent with AACSB standards
	3. Reflects a common or shared understanding of the skills and knowledge CBA students should have upon graduation with respect to global learning.
5. Investigate where global content appears in the CBA core curriculum to determine if students’ have access to the knowledge that is required to achieve this learning objective.
6. Reconsider the requirements for the Business Administration Minor. The minor currently requires 36-37 credits, which is in violation of university policy to be 18-24 credits.
7. Consider whether cultural competency should be reflected in the CBA learning outcome, be its own learning outcome, or not be considered a learning outcome.
8. Consider decreasing the number of credits required for admission to the business program.

With respect to Charge 1, Drs. Hamman and McDermott lead the drafting of new learning outcomes for MTH 175. CC members solicited feedback from their departments. The draft was shared with the chair of the Math Department, Dr. Allen, and work began among math faculty in spring 2020. Charge 3 is still in progress. Data collection was completed via survey and Drs. Kiersch and Stivers collected artifacts from instructors to support the proposal. Dr. Murray will draft the proposal over Summer 2020. For Charges 4, 5 and 7, Mr. Kilchenmann and Dr. Huang, with support from Dr. Hamman, collaborated with AOL to plan the discussion groups at the January All College Meeting. This meeting revealed a lack of shared understanding and a need for a new global LO. Mr. Kilchenmann and Dr. Huang reviewed meeting feedback with AOL Director Dr. Miller and prepared a draft revised LO for discussion at the fall Core Core Coordinator meeting. That meeting will provide necessary information for continued progress on Charges 5 and 7. Although the committee did not take formal action on Charges 6 and 8, Dr. McDermott gathered information about business minors at peer and aspirant institutions to inform action next year, and the committee recommended the Dean’s Office exercise discretion to waive the 54 credit requirement for CBA admission for the 2020-21 academic year in light of the COVID 19 disruption.

Suggested Charges for 2020-21 **Appendices are included to support #1, #3, #4 and #5.**

1. Work in cooperation with Math colleagues on MTH 175 revision for the 2021-22 catalog.
2. Consider a Quantitative Literacy Learning Objective
3. Submit a proposal for Writing in the College.
4. In collaboration with AOL and with input from IBAC, revise the global LO.
5. Reconsider the requirements for the Business Administration Minor. The minor currently requires 36-37 credits, which is in violation of university policy to be 18-24 credits.
6. Consider permanently striking the 54 credit requirement from CBA Admission.

Challenges Encountered

To further clarify the committee’s role and expedite CIM forms that do not require a committee vote, we drafted language to define a curricular change. This language, pending approval, will be added to bylaws. **Appendix included documenting the new language approved at College Meeting May 12, 2020.** Incoming CC members and chair should review [Bylaws](https://www.uwlax.edu/globalassets/academics/colleges-schools/cba/by-laws/cba_bylaws_082719.pdf). Notice of meeting schedule must be posted at the start of the academic year so departments bringing curricular changes can plan. 2019-20 schedule included in Appendix E.

**MINUITES for Friday September 27th, 2019 CBA Curriculum Committee**

Convened by M. Hamman (ECO) at 2:00-

Members Present: C. Kiersch (MGT), M. Hammam (ECO), M.McDermott (MKT), J. Kilchenmann (ACC), Chun-Lung “Nic” Huang (IS) , Adam Stivers (FIN)

Others in Attendance: N. Vidden (CBA Academic Services), L. Miller (AOL), K. Lyons (ACC)

**AGENDA** CBA Curriculum Committee

1. M/S/P to approval of the minutes from May 13, 2019 6/0/0
2. Election of chair and recorder
	* M/S/P to elect Mary Hamman as chair of the CC 5/0/1
	* M/S/P to elect Maggie McDermott as recorder 5/0/1

3. Review of 2019-20 committee charge and relevant portions of final report from 2018-19

* + Math- Maggie and Mary will champion and the ideal timeline would have an all college vote at Dec/Jan meeting
		- We will update at the next meeting with a draft of LO,
	+ Writing in the Major- Christa, Adam will partner with James
		- We will check on the survey and possibly send it out.
	+ Global-Nick and Justin will work with IBAC
	+ Committee will ask that the 54 credit issue be run by the steering committee and if it has support from the chairs it comes back to CC.
	+ Business Minor (set aside for fall)

4. Discussions of CIMS requiring full review:

* ACC 221/ACC 222
	+ M/S/P 5/0/1
* MGT 301
	+ M/S/P 6/0/0
* MGT 449
	+ M/S/P 6/0/0

**DRAFT MINUTES** **for Friday October 25th, 2019**  **CBA Curriculum Committee**

Convened by M. Hamman (ECO) 2:00 in Student Union 2100

Present: Members Present: C. Kiersch (MGT), M. Hamman (ECO), M.McDermott (MKT), J. Kilchenmann (ACC), Chun-Lung “Nic” Huang (IS) , Adam Stivers (FIN)

Others in Attendance: N. Vidden (CBA Academic Services), J. Murray (CBA Associate Dean)

1. M/S/P approval of the minutes from September 27th 2019 (6/0/0).
2. Discussions of CIMS requiring full review
	1. On IS 440 CIM, Hamman suggests that the CIM LOs be revised to remove software dates. This is supported by committee. It will return to CBA CC for informal review in the next week. Kilchenmann proposes there should be a related change on the CIM for IS 411 (so that it is clear that students cannot get credit for both IS 440 and IS 411 regardless of which course is examined in the catalog).
3. Discussion of process for informal review. Hamman proposes a process improvement to the email requests of CIM informal reviews that involves setting up a Qualtrics survey with 2-day reminder. If not all members respond, it would automatically go to a full meeting review. We agreed to try this approach and revisit after having a chance to see if/how it delays any actions.
4. McDermott & Hamman present and lead discussion of proposed CBA math curriculum needs. Committee reviews current LOs for MTH 175 and MTH 123, results of CBA faculty survey on math topics needed for CBA students, and a draft of possible blended math LOs for a revised CBA math course.
	1. Committee discusses the draft of a blended list of Math LOs and makes edits to the draft.
	2. Action item: committee members will bring these drafted materials to their respective departments for qualitative feedback, e.g., as part of discussion within next department meetings:
		1. Are these capturing our needs accurately?
		2. Are there aspects of or total LOs that we could do without, or that are lower priority?
		3. Are there aspects of quantitative literacy not covered in this list that we feel are necessary?
5. Update on writing across the college idea: Murray sending a follow-up on the survey sent to all CBA faculty in May to offer one more chance to complete. Update is forthcoming.
6. Hamman provides update on the international business LO. Discussion among other related committee chairs to determine who will do what related to this charge moving forward. Goal is to determine what specifically is the charge for CC and related charges for other committees (e.g., AOL and IBAC).
7. Meeting adjourned at 3:05pm.

*Minutes respectfully compiled and submitted by Christa Kiersch.*

**MINUITES for Friday November 22nd, 2019 CBA Curriculum Committee**

Convened by M. Hamman (ECO) at 2:00

Members Present: C. Kiersch (MGT), M. Hamman (ECO), J. Kilchenmann (ACC), Chun-Lung “Nic” Huang (IS) , Adam Stivers (FIN), M. McDermott (MKT)

Others in Attendance: J. Murray (Dean’s Office)

**AGENDA** CBA Curriculum Committee

1. M/S/P to approval of the minutes from October 25, 2019 6/0/0
2. CIM Review
	1. M/S/P FIN Risk and Insurance: BS 6/0/0
	2. M/S/P FIN 362: 6/0/0
3. Report out on Feedback on Math LO
	1. Marketing will need to loop back to discuss this further- updates will be provided via email and at the Dec. 4th meeting if needed.
	2. Finance was interested in adding in geometric series (this might be a challenge of what it takes to get there). The department was mixed on if LO 9 is needed or if there is a way to incorporate it into another learning outcome. There was consensus that LO 8 was not needed. There was also conversation on if LO 4 and 5 and 6 and 8 could be combined. Rigor of the course and how that relates to academic progression was discussed.
	3. IS --major requires CS 120 and the pre-req is Math 151 or Math 175. As long as CS approves the new LO- then there is no objection.
	4. Accounting is most interested in LO 9. The application is key in the transfer of learning specific to business.
	5. Econ – the majority of faculty members thought things looked good. There were some differing opinions on LO 8 (Lagrangian method vs optimization) The question really was on if the method needs to be named- there was agreement on the need for optimization.
	6. Management- observations were that right now learning outcomes are all content based and addition of tools (Excel) was of interest. Other feedback included adding in decision making to LO 9 (how it would be applied in 393 and 449). There was also a discussion if cuts needed to be made- LO 8 methodology and the tie to concept of tangency to optimization was discussed.
4. Current editing of proposed LO
	1. LO 8 – method removed
	2. LO 9- remove the list and discussion how to best do that with the Math Department
5. Next Steps with the Math LO
	1. Clarify business applications
	2. Clarify role of tools
	3. Clarify offering
6. Writing in the College
	1. These Core Course (MGT 301, 308, MGT 449 and MKT 309, ECO 230) indicated there is formal and informal writing. UC can loop back to this group to get some additional information on what that means in their courses along with a rubric.
7. Global Learning Outcomes
	1. This will be discussed at the January College meeting.

Meeting was adjourned at 3:40 p.m.

Respectfully submitted,

Maggie McDermott

Attachments: Proposed Math LOs for redesigned MTH 175

* How are business applications currently incorporated in MTH 175? Convey that applications are a high priority for a new course. Would it possible, for example, to adopt a business math textbook?
* What tools are currently used to teach MTH 175? Proficiency in Excel is a priority for all business majors – is there a fit to build on that goal with this class?
* Would this class include only business majors or others majors too?
1. Expand and maintain proficiency in writing algebraic expressions for applied problems and solving algebraic equations.
2. Count outcomes, give probabilities for certain events, and compute expected values.
3. Write valid arguments symbolically and to translate written arguments into symbolic form for easier analysis of their validity.
4. Compute and apply exponential and logarithmic functions to problems involving compound interest, time value money, and exponential growth and decay.
5. Calculate derivatives for functions involving powers, exponentials, logarithms and combinations of these functions.
6. Use derivatives to construct graphs of selected functions, identifying increasing and decreasing functions, inflection points, and to tie the concept of tangency to optimization.
7. Evaluate multivariable functions, determine the first-order partial derivative and use it to find local extrema for multivariable functions and conduct marginal analysis.
8. Solve multivariate constrained optimization problems.
9. Demonstrate the ability to apply all of the above to address authentic business problems.

Course needs to satisfy prerequisites for CS 120 (as MTH 175 currently does)

Prerequisite: MTH 150

Does NOT replace STAT 145.

(see page 2-4 for current learning outcomes and course content for MTH 150, and page STAT 145)

**MINUTES for Tuesday January 21st, 2020 CBA Curriculum Committee**

Convened by Mary Hamman (ECO) at 12:30 pm

Members Present: Mary Hamman (ECO), Justin Kilchenmann (ACC), Chun-Lung “Nic” Huang (IS), Adam Stivers (FIN), Maggie McDermott (MKT)

Others in Attendance: James Murray (Dean’s Office), Nicole Vidden (Dean’s Office), Laurie Miller (AOL), Ken Graham (AOL)

**AGENDA** CBA Curriculum Committee

1. M/S/P to approval of the minutes from November 22, 2019 4/0/0
2. Our role in global learning outcome discussion at the All College Meeting
	1. Ken Graham and Laurie Miller from AOL discussed how we will approach the all-college January meeting discussion on the global learning outcome
	2. Discussion ensued on the next steps after the all-college meeting
3. Defining “curriculum” to streamline our review and full-college vote procedures
	1. James Murray provided thoughts from the steering committee on this process
	2. The committee discussed what constitutes a curricular change; curricular changes to CBA core courses require an all-college vote
	3. A proposed bylaws change was created: see addendum to the minutes

Meeting adjourned at 1:29 pm

**Addendum: List of what constitutes a curricular change**

**What constitutes a curricular change?**

*Curricular changes require Curriculum Committee Review, and changes to core CBA curriculum require a full college vote after committee approval.*

*Curricular changes include any of the following:*

1. *Change in course title (excluding changes to prefixes or course numbers)*
2. *Change in course description*
3. *Change in prerequisites (except as associated with cross-listing of existing courses)*
4. *Change in credit hours*
5. *Change in course objectives and/or learning outcomes*
6. *Change in course content outline*
7. *Introduction of a new course (other than for the purpose of cross-listing with an existing course)*
8. *Deactivation of an existing course*
9. *Changes that have an impact on current assessment processes or curricular mapping.*

**MINUTES for Friday February 28, 2020 CBA Curriculum Committee**

Convened by Mary Hamman (ECO) at 2:00 pm

Members Present: Mary Hamman (ECO), Justin Kilchenmann (ACC), Chun-Lung “Nic” Huang (IS), Christa Kiersch (MGT), Maggie McDermott (MKT)\*

Others in Attendance: James Murray (Dean’s Office), Nicole Vidden (Dean’s Office), Laurie Miller (AOL)

Members not present: Adam Stivers (FIN), Maggie McDermott (MKT)

**MINUTES**

1. M/S/P to approval of the minutes from January 21, 2002 3/0/1
2. Vote on CIMS requiring full review
	1. M/S/P to approve **BA Minor and associated IS CIMS** 4/0/0
	2. M/S/P to approve **MGT 308** updated title, learning outcomes, description 4/0/0
3. Vote on other MGT CIMs
	1. M/S/P to approve the 6 undergraduate deactivations (MGT100, 302, 328, 398, 414, 428) 4/0/0
	2. M/S/P to approve the name change to **MGT 400** 4/0/0
	3. M/S/P to approve learning outcomes, title, description, offering occasions to **MGT 412** 4/0/0
	4. M/S/P to remove pre-req. of MKT 309 to **MGT 422** 5/0/0
	5. M/S/P to approve changes to title and junior standing to **MGT 430** 5/0/0
	6. M/S/P to approve changes to **MGT 450** offering ‘Winter’ added, description change, adding MGT 301 as pre-req (noting that MKT 301 should be cross-listed as that pre-req).
	7. M/S/P to approve changes to **MGT 483** title, description, learning outcomes 5/0/0
	8. M/S/P to approve offering and description changes to **MGT 499** 5/0/0
	9. M/S/P to approve deactivation of **remaining 700-level MGT courses** 5/0/0
4. Progress update on the quantitative learning outcome and MTH 175 project. MTH dept. is making progress and will connect with us again later this semester.

Meeting adjourned at 2:45 pm, with committee breaking into sub-committees for project work

**MINUTES** **for Friday April 24th, 2020**  CBA Curriculum Committee

2:00 to 4:00pm virtually via Collaborate Ultra

[Link to join via computer.](https://us.bbcollab.com/guest/1cec8b7caa1845a2bd719468ebab7888)

Phone number to call in: +1-571-392-7650 PIN: 505 767 9530

Members Present: Mary Hamman (ECO), Justin Kilchenmann (ACC), Chun-Lung “Nic” Huang (IS), Christa Kiersch (MGT), Maggie McDermott (MKT), Adam Stivers (FIN)

Others in Attendance: James Murray (Dean’s Office), Nicole Vidden (Dean’s Office), Laurie Miller (AOL)

Convened by Mary Hamman (ECO) at 2:05pm.

1. Motion (seconded) for approval of the minutes from February 28th 2020, following friendly amendments to increase accuracy (6/0/0) .
2. Kilchenmann moved (McDermott second) for approval of edits proposed on MGT 360 and MGT 452 CIMS (6/0/0).
3. Committee and guests engaged in discussion of final report to the college, according to charges the committee was either assigned and/or worked on this past academic year.

	1. Discussion points related to math requirements and quantitative literacy:
		1. We gathered and incorporated feedback from departments, developed and have sent a set of recommendations (including learning objectives) for revisions for MTH 175 to the Math department.
		2. Work on MTH 175 revisions is in progress within the Math department. Moving forward, the committee should continue the partnership with Math department on MTH 175 revisions.
		3. Following revisions on MTH 175, the committee should consider revisiting a possible CBA quantitative literacy learning outcome.
	2. Discussion points related to writing across the college:
		1. We have collected information from all CBA departments from an all-college survey and then conducted more in-depth data collection from self-identified courses in the core who map to the written communication learning outcome.
		2. We used this data to identify courses within the CBA core where writing is consistently taking place (consistent teaching about writing, consistent writing expectations and assignments) and the details of how written communication competency is developed in the core courses.
		3. Murray is creating an initial draft of the proposal for writing across the college (according to CATL guidelines). We currently have sufficient information to build this proposal. Next step is to write the proposal, bring back to CBA CC, and then to various stakeholder groups and levels of approval.
	3. Discussion points related to Global Learning Objective:
		1. The committee, and in particular the sub-committee on Global Learning, worked with AOLTF to gather feedback within the CBA all-college meeting and then to build a draft of a new learning objective which will be shared with core course coordinators in the Fall
		2. Current draft of the new LO is as follows: ‘Students will formulate business decisions that consider the interconnectedness of domestic, international, and global business issues, trends, and systems.
		3. In the Fall, Core Course Coordinators and AOLTF will work to make any edits and also to adapt the learning objectives of core courses to align with this new CBA learning goal. There is recognition that while ‘global’ is touched on across core courses, it is not showing up as course learning objectives in a strong way. Thus, the next step in process is core course coordinators.
	4. Discussion points related to decreasing credits in the Business Admin minor:
		1. We did not get to this charge yet this year, but we would recommend the next year’s group takes this on. McDermott will review the business minor offerings at our peer and aspirant institutions and provide a summary for the 2020-21 AY CBA CC as a starting point on this charge.
	5. Discussion points related to enhanced partnership with AOLTF:
		1. Hamman and Miller will work collaboratively to accurately represent the efforts on this charge in both committee reports
	6. Discussion points related to considering decrease of number of credits required for admission to business program (from the current minimum of 54 credits).
		1. The suggestion of dropping to 45 credits is provided in the Dean’s charge to the committee.
		2. This charge has not yet been addressed by CBA CC; yet with the newly decreased general education credits this may be an even greater challenge/bottleneck for student progress moving forward. It is also possible that the temporary COVID-19 adjustments (e.g., in drop deadline dates for Spring 2020).
		3. Committee discusses attempting to move this forward in some form yet this semester, acknowledging the student benefits of such a change. Committee is in favor of suspending the credit minimum temporarily, then suggest to the next year’s committee to consider making this change permanent.
		4. Hamman drafting committee’s final report including language for our temporary suspension of the core requirements via recommendation to Dean’s office for making exceptions. Committee will review and bring to college for all-college vote in May meeting.
4. McDermott moves to approve (Kiersch second) the bylaw changes to reflect process we have followed this semester in ‘what constitutes a curricular change’ document (6/0/0). Murray/Hamman preparing this for all-college vote in May meeting.
5. Hamman drafting executive summary to circulate to committee (due to Dean’s office May 5); committee members who are wanting to add any additional documentation are encouraged to send that directly to Hamman for inclusion.

*As a POI, per email from Dean Milner our Executive Summary must contain:*

* Your committee’s progress this year;
* Your committee’s suggested charge for next year;
* Issues your committee has in terms of challenges, financial requests, membership etc., as well as anything else you deem appropriate.

**Appendix A LOs for MTH 175 Revision**

The following LOs were drafted by the Curriculum Committee in Fall 2019, acting on feedback received during the 2018-19 academic year from the college. Faculty again had opportunities to comment and provide changes through the fall. This list was shared with Math Department Chair Robert Allen in December 2019. Due to the COVID 19 interruption, we were unable to meet with Math faculty in the late spring as planned to discuss next steps. Drs. Hamman and McDermott lead these efforts.

How are business applications currently incorporated in MTH 175? Convey that applications are a high priority for a new course. Would it possible, for example, to adopt a business math textbook?

· What tools are currently used to teach MTH 175? Proficiency in Excel is a priority for all business majors – is there a fit to build on that goal with this class?

· Would this class include only business majors or others majors too?

1. Expand and maintain proficiency in writing algebraic expressions for applied problems and solving algebraic equations.

2. Count outcomes, give probabilities for certain events, and compute expected values.

3. Write valid arguments symbolically and to translate written arguments into symbolic form for easier analysis of their validity.

4. Compute and apply exponential and logarithmic functions to problems involving compound interest, time value money, and exponential growth and decay.

5. Calculate derivatives for functions involving powers, exponentials, logarithms and combinations of these functions.

6. Use derivatives to construct graphs of selected functions, identifying increasing and decreasing functions, inflection points, and to tie the concept of tangency to optimization.

7. Evaluate multivariable functions, determine the first-order partial derivative and use it to find local extrema for multivariable functions and conduct marginal analysis.

8. Solve multivariate constrained optimization problems.

9. Demonstrate the ability to apply all of the above to address authentic business problems.

Course needs to satisfy prerequisites for CS 120 (as MTH 175 currently does)

Prerequisite: MTH 150

Does NOT replace STAT 145.

**Appendix B Writing in the College**

With leadership from Associate Dean James Murray, the committee collected survey information about writing across the CBA curriculum and collected materials from Core Course Coordinators. All materials collected from Core Course Coordinators are available [in this shared folder.](https://uwlax-my.sharepoint.com/personal/ckiersch_uwlax_edu/_layouts/15/onedrive.aspx?id=%2Fpersonal%2Fckiersch%5Fuwlax%5Fedu%2FDocuments%2FCBA%20Service%2FCBA%20Curriculum%20Committee%2FCBA%20Writing%20Across%20the%20Core&ct=1589574976075&or=OWA-NTB&cid=87eb8e42-0d56-6208-5cb9-ad3906b781e6&originalPath=aHR0cHM6Ly91d2xheC1teS5zaGFyZXBvaW50LmNvbS86ZjovZy9wZXJzb25hbC9ja2llcnNjaF91d2xheF9lZHUvRW1PbXVvYjN6TkJHcG5ReWNRR0pzOTBCS0xHX3ZDeXNGUXZkV1dBcUUyZUVmZz9ydGltZT1UUF9obXdfNTEwZw) Drs. Kiersch and Stivers lead these efforts.

**Appendix C Global LO**

The Curriculum Committee partnered with AOL to inform discussion at the January All College Meeting regarding the global learning outcome. Feedback from that meeting lead the committee to conclude the faculty do not have a shared understanding of the current LO and a revision is likely needed. Drs. Kilchenmann and Huang lead these efforts and developed the following language as a starting place for the new LO:

Students will formulate business decisions that consider the interconnectedness of domestic, international, and global business issues, trends, and systems

AOL will take the first steps in fall 2020, beginning with Core Course Coordinators. See CC meeting minutes from April 24th for discussion of next steps.

**Appendix D Business Minor**

Although the committee was unable to take action on this charge, Dr. McDermott gathered the following materials from peer and aspirants to inform future action.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | UWL | Arkansas Tech | California State University-Stanislaus  | Minnesota State University-Mankato  |
| ACC 211 | x |  | X | X- required |
| ACC 222 | x |  | X | elective |
| BLAW 205 | x |  |  | elective |
| ECO 110 | x |  | X | elective |
| ECO 120 | x |  | X | elective |
| IS 220 | x |  | X |  |
| FIN 355 | x |  | X | X- required |
| MGT 308 | x |  | X | elective |
| MKT 309 | x |  | X | X- required |
| MATH 175 | x |  |  |  |
| STAT 145 | x |  | X |  |
| OTHER |  |  | Finite Math | principles of MGT- required |
| Elective |  |  |  |  |
| Total Credits | 36 | 0 | 33 | 21-22 |
| Notes |  | No minor offered | 18 (pre req) + 15 (Minor) | 12 required + 9-10 electives |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Resources

|  |  |  |  |
| --- | --- | --- | --- |
|  | Sonoma State University  | University of Colorado Colorado Springs - Business Majors | University of Colorado Colorado Springs - NON-Business Majors General Business |
| ACC 211 | X |  | X  |
| ACC 222 |  |  |  |
| BLAW 205 |  |  |  |
| ECO 110 |  |  | X  |
| ECO 120 |  |  |  |
| IS 220 |  |  |  |
| FIN 355 | X |  |  |
| MGT 308 | X |  |  |
| MKT 309 | X |  | X |
| MATH 175 |  |  |  |
| STAT 145 |  |  |  |
| OTHER |  |  | Intro to Business, Intro to MGT and Organizations  |
| Elective | Elective (4 cr) |  |  6 credits of elective |
| Total Credits | 20 credits | 9 credits in content area | 9 core credits + 21 in area of content area |
| Notes |  | Accounting, entrepreneurship, finance, general business, HR and IS | Accounting, entrepreneurship, finance, HR and IS |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | University of Michigan-Dearborn  | University of Michigan-Flint  | University of Northern Iowa  | University of Southern Maine - non CBA minor |
| ACC 211 | X | X | X | elective |
| ACC 222 |  |  |  | elective |
| BLAW 205 |  | X | X |  |
| ECO 110 |  |  | Elective | elective |
| ECO 120 |  |  | Elective | elective |
| IS 220 | X |  | X | elective |
| FIN 355 |  | X |  |  |
| MGT 308 | X | X | X | elective |
| MKT 309 | X | X | X | elective |
| MATH 175 |  |  |  |  |
| STAT 145 |  |  | X |  |
| OTHER |  |  | intro to econ | intro to business, personal finance,intro to sports mgt, intro to risk mgmt and insurance |
| Elective | 9 credits from 2 content areas |  | 3 credits of either mico/macro or intro to econ | choose 7 elective courses  |
| Total Credits | 21 | 15 | 21 | 21 |
| Notes |  |  |  |  |

 |  |  |  |  |
|  |  |  |  |  |
| <https://www.csustan.edu/sites/default/files/groups/Student%20Success%20Center/minor_bus_admin_2008-present_7.29.15.pdf> |
| <https://cob.mnsu.edu/academics/business-administration/minor-in-business-administration/> |  |
| <https://sbe.sonoma.edu/minor-business-administration> |  |  |
| <https://www.uccs.edu/Documents/ssc/Major%20Sheets/177/BUS/BUS%20Minors%20Bus%2017-18.pdf> |  |
| <https://www.uccs.edu/Documents/ssc/Major%20Sheets/177/BUS/BUS%20Minors%20Non%20Bus%2017-18.pdf> |  |
| <https://umdearborn.edu/cob/undergraduate-programs/majors-minors-curriculum/minors> |  |
| <https://catalog.umflint.edu/preview_program.php?catoid=9&poid=2217> |  |  |
| <https://students.business.uni.edu/sites/default/files/worksheets/general-business-concepts-minor-2019.pdf> |  |
| <https://usm.maine.edu/school-of-business/minor-business-administration> |  |  |

**Appendix E Bylaws Revision and 2019-20 Posting of Meetings Schedule**



To comply with bylaws requirement to post meeting schedule, the following was shared on September 6th 2019

* September 27th from 2-4pm
* October 25th from 2-4pm
* November 22nd from 2-4pm
* December 4th from **1-2pm**Last date to hear CIMs that require an all college vote at the December All College Meeting
* January 21st from**12:30 to 2:30pm**Last date to hear CIMs that require an all college vote at the January All College Meeting
* February 28th from 2-4pm
* March 23rd from **1-2pm**Last date for CIMs to make University UCC catalog deadline
* April 24th from 2-4pm
* May 11th from **12:30 - 1:30pm**Last date for CIMs that require an all college vote at the May All College Meeting