

UNIVERSITY CURRICULUM COMMITTEE

Minutes #8 approved (for 2005-2006 Catalog)

November 10, 2004

Members Present: Bassoppo-Moyo, Brown, Buckley, Canabal, Craig, Ferrence, Jayaswal, Kossman, Morenus, Morgan, Quane, Ryburn, Shane, Stier, Trefzger, Zintambila
Members Absent: Van Der Hoven
Guests Present: Agbenyega Adedze from History; Ali Riaz from Politics and Government; Guang Jin, Tim Kelly from Health Sciences, and Jonathan Rosenthal from the College of Arts and Sciences.

1. Joe Trefzger convened the meeting at 3:05 p.m.
2. **APPROVAL OF MINUTES:** Minutes #7, from November 3, 2004 were approved (with one correction) on a motion by Morgan, seconded by Ferrence, and unanimous vote to approve.
3. **PROPOSAL ACTION:**

FIL 185 Legal Ethical and Social Environment of Business

Revision of the FIL course was approved on a motion by Morgan, seconded by Jayaswal and unanimous vote by the committee. Catalog copy follows:

FIL
185 LEGAL, ETHICAL AND SOCIAL ENVIRONMENT OF BUSINESS 3 F,S
Soph standing req. ECO 105 or (101 and 102) or 103 req. Formerly FIL 208, LEGAL ENVIRONMENT OF BUSINESS. Not for cr if had FIL 208.

Emphasis on business ethics and corporate social responsibilities. Areas of concentration include contracts, torts, agency and business associations, government regulation of business, securities, labor, and employment law.

COB	Business Core (Revise)	Morgan/Jayaswal
ACC	MAJOR IN ACCOUNTING Accounting Information Systems Sequence Business Information Systems Accounting Sequence Career Specialty Sequence Financial Accounting Sequence Integrated Bachelor of Science (BS) and Master of Professional Accountancy (MPA)	
FIL	MAJOR IN FINANCE General Finance Sequence MAJOR IN INSURANCE General Insurance Sequence Insurance-Business Information System (BIS) Sequence MINOR IN INSURANCE	
MQM	MAJOR IN MANAGEMENT Entrepreneurship and Small Business Management Sequence Human Resource Management Sequence Organizational Leadership Sequence MAJOR IN BUSINESS ADMINISTRATION Business Administration Business Information Systems Sequence MINOR IN BUSINESS ADMINISTRATION	
INB	MAJOR IN INTERNATIONAL BUSINESS	
MKT	MAJOR IN MARKETING MAJOR IN BUSINESS TEACHER EDUCATION	

The proposal to change one course in the Business Core in all the College of Business programs was approved on a motion by Morgan, seconded by Jayaswal, with unanimous vote to approve. Catalog copy follows:

STRUCTURE OF BUSINESS PROGRAMS:

The Business Core Courses: (43 hours):
100-level (Freshman/Sophomore level)

BUS 100	Enterprise (2 hours)
ACC 131	Financial Accounting (3 hours)
ACC 132	Managerial Accounting (3 hours)
ECO 105	Principles of Economics (4 hours)
ENG 145.13	Language and Composition II: Writing for Business and Government Organizations (3 hours)
FIL 185	Legal Environment of Business (3 hours)
MQM 100	Statistical Reasoning (3 hours) or ECO/GEO/POL/PSY 138 (4 hours)
MAT 121	Applied Calculus (4 hours)

200- and 300-level (Junior/Senior level):

ACC 270	Information Systems In Organizations (3 hours)
FIL 240	Business Finance (3 hours)
MKT 230	Introduction to Marketing Management (3 hours)
MQM 220	Business Organization and Management (3 hours)
MQM 227	Operations Management (3 hours)
MQM 385	Organizational Strategy (3 hours)

1. All business majors are expected to show proficiency in the usage of electronic spreadsheets (MS Office Excel), presentation software, and web page construction by course work (ACC 167 and 168, or ACC 166; ITK 150; IAI BUS 902 or equivalent) or by passing College-administered competency exams in these areas.
2. Majors in Business Teacher Education take alternate courses to meet the requirements for MAT 121; MQM 227 and 385 as specified under the program's requirements.
3. Prerequisites for all business courses are strictly enforced and must be successfully completed by the first day of the semester. Please see the course description for individual course prerequisites.

ACC

Accountancy Programs

MAJOR IN ACCOUNTANCY

Degree Offered: B.S.

After completing the 100-level Business Core courses, the Accountancy major must complete ACC 230 and 231 with a minimum of a C in each and a 2.50 GPA in all attempts of these two courses. Prerequisites for ACC 230 and 231 require a minimum 2.50 GPA in all attempts of ACC 131 and 132.

In addition, an Accountancy major must complete requirements under one of the following sequences: Accounting Information Systems, Business Information Systems, Career Specialty, and Financial Accounting. Descriptions of each sequence follow.

Accounting Information Systems Sequence:

This sequence is designed to provide entry-level accountants with information systems and technology skills and competencies as recommended by the International Federation of Accountants (IFAC). This sequence would prepare accountants to be a user of information technology and an evaluator of information systems (e.g., internal or external auditor).

- Students selecting the Accounting Information Systems (AIS) Sequence must complete the following 73 required hours: BUS 100; ACC 131, 132, 230, 231, 232, 233, 235, 260, 261, 263, 270, 363, 370; ECO 105; ENG 145.13; FIL **185**, 240; MAT 121 or 145; MKT 230; MQM 100, 220, 227, 385.
- NOTE: MAT 120 is a prerequisite for MAT 121.
- Of the 120 minimum hours required for graduation, 60 must be taken in nonbusiness courses; up to nine hours of economics; up to six hours of statistics courses (including MQM 100); and ENG 145.13 may be counted as non-business courses.

Business Information Systems Accounting Sequence:

This sequence is designed to prepare students for entry level accounting positions requiring significant training in Business Information Systems. This preparation is particularly valuable in accounting consulting positions, certain auditing positions, and in many progressive industrial positions.

- Students selecting the Business Information Systems Accounting Sequence must complete the following 73 required hours: BUS 100; ACC 131, 132, 230, 231, 232, 233, 235, 261, 263, 270, (266 and 366) or (260 and 368), 362; ECO 105; ENG 145.13; FIL **185**, 240; MAT 121 or 145; MKT 230; MQM 100, 220, 227, 385.
- NOTE: MAT 120 is a prerequisite for MAT 121.
- Of the 120 minimum hours required for graduation, 60 must be taken in nonbusiness courses; up to nine hours of economics; up to six hours of statistics courses (including MQM 100); and ENG 145.13 may be counted as non-business courses.

Career Specialty Sequence:

This sequence allows Accountancy majors to design a plan of study that meets their career goals. Students may elect up to 12 hours in another specialized area with advice and approval of academic advisors and Department Chair.

- Students selecting the Career Specialty Sequence must complete the following 61 required hours: BUS 100; ACC 131, 132, 230, 231, 232, 233, 235, 263, 270; ECO 105; ENG 145.13; FIL **185**, 240; MAT 121 or 145; MKT 230; MQM 100, 220, 227, 385.
- NOTE: MAT 120 is a prerequisite for MAT 121.
- Of the 12 hours of career electives, most hours should consist of upper-division courses in a specialized area of study, typically in business, economics, or areas of information technology offered by Accounting (or, if not offered by Accounting, by other departments). A student's plan of specialized study for the Career Specialty Sequence must be:
 - a) developed in the semester following successful completion of ACC 230 and ACC 231;
 - b) must be approved by the Department Chair;
 - c) cannot include more than 6 hours of Accounting electives; and
 - d) will not include courses already completed before approval of the plan of study.
- Of the 120 minimum hours required for graduation, 60 must be taken in nonbusiness courses; up to nine hours of economics; up to six hours of statistics courses (including MQM 100); and ENG 145.13 may be counted as non-business courses.

Financial Accounting Sequence:

This sequence is designed to meet the minimum formal accounting-content requirements for a student to sit for the Certified Public Accountant (CPA) examination. Students in this sequence may also prepare to sit for the Certified Management Accountant (CMA) examination and/or the Certified Internal Auditor (CIA) examination.

- Students selecting the Financial Accounting Sequence must complete the following 70 required hours: BUS 100; ACC 131, 132, 230, 231, 232, 233, 235, 263, 270; ECO 105; ENG 145.13; FIL **185**, 240, 375; MAT 121 or 145; MKT 230; MQM 100, 220, 227, 385; and six hours from the following list of upper-division (200- or 300-level) Accounting electives: ACC 298, 330, 332, 334, 336, 337, 340, 363, 375, 398.
- NOTE: MAT 120 is a prerequisite for MAT 121.
- Of the 120 minimum hours required for graduation, 60 must be taken in nonbusiness courses; up to nine hours of economics; up to six hours of statistics courses (including MQM 100); and ENG 145.13 may be counted as non-business courses.

Integrated Bachelor of Science (B.S.) - Master of Professional Accountancy (M.P.A.):

Degrees offered: B.S., M.P.A.

The integrated B.S./M.P.A. Degrees program is primarily oriented toward preparation for professional careers in accounting. Two sequences are offered: (1) Accountancy and Information Systems, and (2) Professional Accountancy. Both sequences permit graduates to meet minimum education requirements to sit for the Uniform Certified Public Accountant (CPA) Examination in Illinois. The Accountancy and Information Systems sequence permits students to emphasize study of information systems related to accounting and other business fields more than the Professional Accountancy sequence, which permits students to study further in

such areas as taxation, auditing, financial accounting, managerial accounting, financial management, and information systems.

The 150-hour B.S./M.P.A. program generally includes 30 hours of graduate course work. Successful completion of the integrated program will culminate by granting simultaneously both B.S. and M.P.A. degrees. The B.S./M.P.A. integrated program is designed for students wishing to complete both degrees at Illinois State University. The program is not designed to admit students who have already completed a bachelor's degree.

Students must successfully apply for continuance in the B.S./M.P.A. program in their junior year (after 60 semester hours). Graduate admission would take place after the student has completed approximately 90 hours. Students will be admitted who meet graduate entrance requirements, which include satisfactory performance on the Graduate Management Admission Test (GMAT), their previous academic performance, and other evidence of their ability to successfully complete the program. Admission timing is very important to successfully complete the program so students should regularly consult with their Accounting undergraduate or graduate advisor.

Core courses: Students selecting either sequence must complete BUS 100, ACC 131, 132, 230, 231, 232, 233, 235, 260, 261, 263, 270, 430, 482, 497; FIL **185**, 240, 375; MKT 230; MQM 100, 220, 227, 385; ECO 105; ENG 145.13, MAT 121 or 145. NOTE: MAT 120 is a prerequisite for MAT 121.

Accountancy and Information Systems Sequence:

In addition to core courses, students must complete (a) 9 hours from ACC 368, 468, and 472; (b) 9 hours of Accounting electives, of which 6 hours are chosen from ACC 431, 434, 435, 439, or 498, and 3 additional hours chosen from ACC 330, 332, 334, 336, 337, 340, 431, 434, 435, 439, or 498; and (c) 6 additional hours of Accounting or business electives.

Professional Accountancy Sequence:

In addition to core courses, students must complete (a) 15 hours of Accounting electives, of which 6 hours are chosen from ACC 431, 434, 435, 439, or 498, and 9 additional hours are chosen from ACC 330, 332, 334, 336, 337, 340, 431, 434, 435, 439; (b) 3 hours from FIL 440, ACC 468, 472, or other approved 400-level elective outside of the accounting discipline; and (c) 6 additional hours chosen from either courses listed in (a) of this paragraph or from ACC 375, 398, 468, 472, 498 (of which no more than 3 hours may be ACC 398 or 498).

NOTE: Students in either sequence who wish to enhance their chances of passing the CPA examination should include in their plan of study the following advanced accounting courses: ACC 330, 334, 336, 337.

FIL

Finance Program

Degree Offered: B.S.

MAJOR IN FINANCE

General Finance Sequence:

- 64 required hours including:
- Required courses (55 hours): BUS 100; ACC 131, 132, 270; FIL **185**, 218, 240, 242, 341, 349; MKT 230; MQM 100, 220, 227, 385. In addition, ECO 105; ENG 145.13; and MAT 121 or 145 must be completed.
- Elective courses (9 hours): selected from FIL 246, 250, 260, 318, 340, 343, 344, 347, 350, 357, 360, 370, 381, 398, 398.10; ECO 239; or appropriate courses approved by the Departmental advisor.
- NOTE: Students majoring or minoring in both Finance and Insurance may not use required Insurance courses as electives in Finance.
- NOTE: Advising concentrations have been established to direct studies toward career specializations for Finance majors. Students are strongly urged to contact the departmental advisor for details.

MAJOR IN INSURANCE

General Insurance Sequence:

- 64 required hours including:
- Required courses (55 hours): BUS 100; ACC 131, 132, 270; FIL **185**, 240, 250, 350 or 352, 351 or 353, 354; MKT 230; MQM 100, 220, 227, 385. In addition, ECO 105; ENG 145.13; and MAT 121 or 145 must be completed.
- 9 hours of electives chosen from: FIL 242, 350, 351, 352, 353, 382, 398.10 or appropriate courses approved by the Departmental advisor.
- NOTE: Students majoring and minoring in both Finance and Insurance may not use required Insurance courses as electives in Finance.
- NOTE: FIL 398.10 is strongly recommended in addition to required courses.

Insurance-Business Information Systems (BIS) Sequence:

- 67 required hours, including:
- Required courses (67 hours) including: BUS 100; ACC 131, 132, 261, 270, 362, (266 and 366) or (260 and 368); FIL **185**, 240, 250, 350 or 352, 351 or 353, 354; MKT 230; MQM 100, 220, 227, 385. In addition, ECO 105; ENG 145.13; and MAT 121 or 145 must be completed.

MINOR IN INSURANCE

- 18 hours required in FIL courses.
- Required courses: FIL **185**, 218 or 240, 250, and three of the following courses: 350, 351, 352, 353, 354.
- NOTE: FIL 398.10 is strongly recommended in addition to required courses.
- NOTE: Non-Business majors are restricted to no more than 24 hours of business instruction.
- NOTE: Students majoring and minoring in both Finance and Insurance may not use required Insurance courses as electives in Finance.

MQM

Management and Quantitative Methods Programs

Degree Offered: B.S.

MAJOR IN MANAGEMENT

- 64 required hours including 43 hours in required core and non-business courses and 21 hours in a required MQM major sequence.
- The 43 hours of required core and non-business courses include the following: BUS 100; ACC 131, 132, 270; FIL **185**, 240; MKT 230; MQM 100, 220, 227, 385; ECO 105; ENG 145.13; MAT 121 or 145.
- At least 24 of the required hours at the 200- and 300-level must be taken in residence at Illinois State University.
- The senior year's work must be taken in residence at Illinois State University.
- At least 60 hours of the total 120 hours offered for graduation must be in courses other than business. Up to 9 hours of economics and up to 6 hours of statistics courses may be counted as non-business courses.

One of the following major sequences must be completed.

Entrepreneurship and Small Business Management Sequence:

- 43 hours of required core and non-business courses: BUS 100; ACC 131, 132, 270; FIL **185**, 240; MKT 230; MQM 100, 220, 227, 385; ECO 105; ENG 145.13; MAT 121 or 145.
- Required sequence courses (12 hours): MQM 221, 225, 226, 326.
- Elective sequence courses (9 hours): INB 190; MQM 323, 335, or MQM 287 or 340, or 398.
- NOTE: Only one of MQM 287 or 398 will count towards major.

Human Resource Management Sequence:

- 43 hours of required core and non-business courses: BUS 100; ACC 131, 132, 270; FIL **185**, 240; MKT 230; MQM 100, 220, 227, 385; ECO 105; ENG 145.13; MAT 121 or 145.
- Required courses (15 hours): MQM 221, 323, 324, 352, 354.

- 6 additional hours selected from MQM 350 or INB 245 or MQM 340 or 398; MQM 355, 356, 357, 381, 383, or related course with consent of Department Chairperson. Example of related 3-hour courses include: ECO 225, 326, 327; FIL 313; PSY 375 and SOC 255.
- NOTE: Only one of INB 245 or MQM 398.01 will count towards major.

Organizational Leadership Sequence:

- 43 hours of required core and non-business courses: BUS 100; ACC 131, 132, 270; FIL **185**, 240; MKT 230; MQM 100, 220, 227, 385; ECO 105; ENG 145.13; MAT 121 or 145.
- Required courses (15 hours): MQM 221, 380, 382, 383, 384.
- 6 hours selected from: MQM 215, 225, 323, 335, 381, 398, 350 or INB 245 or MQM 340 or 398.
- NOTE: Only one of INB 245 or MQM 287 or 398 will count towards major.

Quality and Operations Management Sequence:

- 43 hours of required core and non-business courses: BUS 100; ACC 131, 132, 270; FIL **185**, 240; MKT 230; MQM 100, 220, 227, 385; ECO 105; ENG 145.13; MAT 121 or 145.
- Required courses (15 hours): MQM 221, 333, 335, 337, 345.
- 6 hours selected from: MQM 215, 326, 380, 383; ACC 230; TEC 312; MKT 329, 339.01 or MQM 287 or 398.
- NOTE: Only one of MQM 287 or 398 will count towards major.

Business Administration Programs

Degree Offered: B.S.

MAJOR IN BUSINESS ADMINISTRATION

- 64 required hours including 43 hours in required core and non-business courses and 18 hours of major course work.
- The 43 hours of required core and non-business courses include the following: BUS 100; ACC 131, 132, 270; FIL **185**, 240; MKT 230; MQM 100, 220, 227, 385; ECO 105; ENG 145.13; MAT 121 or 145.
- In addition to business core courses, the Business Administration major must select 21 hours of major course work from the options below:
 - 15 hours selected from
 - a) FIL 209 or 311 or MQM 341;
 - b) FIL 242 or 250 or 260;
 - c) MKT 231 or 232 or 234;
 - d) MQM 225 or 323 or 335;
 - e) ACC 230 or 370;
 - f) ACC 340 or MQM 349 or FIL 312 or FIL 344 or MKT 238 or MQM 350.
- An additional 6 hours are to be selected from courses offered in the College of Business or in other colleges with prior approval.
- At least 9 of the 21 hours must be taken at the 300-level.

Business Administration Business Information Systems Sequence:

- 64 required hours including 43 hours in required core and non-business courses; 21 hours of major course work.
- The 43 hours of required core and non-business courses include the following: BUS 100; ACC 131, 132, 270; FIL **185**, 240; MKT 230; MQM 100, 220, 227, 385; ECO 105; ENG 145.13; MAT 121 or 145.
- In addition to business core courses, the Business Administration-Business Information Systems sequence major must select 1
 - 9 hours from MQM 341; FIL 209 or 260; MKT 232; MQM 215; INB 245 and MQM 398.
 - 12 hours of required Business Information Systems sequence courses: ACC 261, 362 and (266 and 366) or (260 and 368).
 - At least 9 of the above 21 hours must be taken at the 300-level.

MINOR IN BUSINESS ADMINISTRATION

- Required courses: MAT 120 or 144 (MAT 104 competence req); ACC 131, 132; ECO 105; FIL **185**, 240; MKT 230; MQM 100 (or ECO/GEO/POL/PSY 138); MQM 220.
- NOTE: The Business Administration minors are required to show proficiency in the usage of electronic spreadsheets (MS Office Excel), presentation software, and Web page construction by coursework (ACC 167 and ACC 168; ACC 166; or equivalent) or by passing the College-administered competency exams in these areas.
- NOTE: The Business Administration Minor is not available to majors in the College of Business.

INB

International Business (INB)

Degrees Offered: B.A., B.S.

MAJOR IN INTERNATIONAL BUSINESS

- 61 required hours including 43 hours in required core, 18 hours in International Business major required and elective courses.
- The 43 hours of required core and non-business courses include the following: BUS 100; ACC 131, 132, 270; FIL **185**, 240; MKT 230; MQM 100, 220, 227, 385; ECO 105; ENG 145.13; MAT 121 or 145.
- 18 hours of International Business coursework from one of two tracks.
 - Track one:
 - Required courses (15 hours): FIL 312; INB 190; MKT 350; MQM 349, 350.
 - Elective hours (3 hours): Select one of the following courses: ACC 340; ECO 245; FIL 344; INB 245, 398.
 - Track two:
 - Required courses (15 hours): ACC 340; FIL 312, 344; INB 190; MQM 349.
 - Elective hours (3 hours): Select one of the following courses: ECO 245; MKT 350; MQM 350; INB 245, 398.
- Business Functional Area Requirement (9 hours): All students must take a 9 hour concentration in a functional area of business: Accounting, Business Information Systems, Finance, Insurance, Management, and Marketing.
- Foreign Language requirement (6-8 hours): All Students must take two language courses at least through the 116-level, regardless of proficiency (proficiency credit may not be used towards the major).
- Area Studies requirement: two courses (6 hours) from Foreign Languages, Geography, History, Interdisciplinary Studies, or Politics and Government. Consult with the advisor for a list of approved courses. The area studies courses must support the foreign language.

MKT

Marketing Program

Degree Offered: B.S. in Marketing

Marketing is a flexible degree that qualifies graduates for a variety of leadership positions in the selling, distribution, pricing, and advertising of goods and services for both profit and non-profit organizations.

MAJOR IN MARKETING

- 64 required hours including 43 hours in required core and non-business courses and 21 hours in Marketing major required and elective courses.
- The 43 hours of required core and non-business courses include the following: BUS 100; ACC 131, 132, 270; FIL **185**, 240; MKT 230; MQM 100, 220, 227, 385; ECO 105; ENG 145.13; MAT 121 or 145.
- Marketing major required courses (9 hours): MKT 231, 232, 338.
- Marketing major elective courses: (12 hours selected from): MKT 233, 234, 329, 333, 334, 335, 337, 339, 350, 398.01. NOTE: Up to 3 hours of MKT 287, and 398.01 may be counted as part of the 12 hours listed above.
- The senior year's work (last 30 hours) must be completed in residence at Illinois State University.

- At least 60 of the 120 hours required for graduation must be in courses other than business (ACC; BTE; FIL; INB; MKT; and MQM). Up to nine hours of economics and up to six hours of statistics courses may be counted as non-business courses.

BTE

(NOTE: There is a proposal that has already circulated with revisions to the BTE Program not shown)

Business Teacher Education Programs

Degrees Offered: B.A., B.S., B.S. in Ed.

MAJOR IN BUSINESS TEACHER EDUCATION

Required courses:

- 88 hours required: 62 hours required in the major with 55 hours outside of General Education. 26 hours of the required hours meet Professional Education requirements. 81 hours are required outside of General Education.
- Core courses required of all Business Teacher Education majors: BUS 100; ACC 131, 132, 270; MQM 140; ECO 105; FIL **185**, 240; MKT 230; MQM 100 (or ECO/GEO/POL/PSY 138), MQM 220; PSY 110 or 111; MAT 120 or 144 (see Mathematics prerequisites); and pass competency in MS Office or complete ACC 167 and/or 168.
- Professional courses required of all Business Teacher Education majors: BTE 199 (1 hour), BTE 260, 362, 363, and 364. These courses must be completed prior to student teaching in the elementary or secondary school setting; they provide 90 clock hours of Clinical Experiences from the 100 clock hours required by the State of Illinois and 145 hours required by the BTE program. The approximate number of hours and type of activity associated with each course offering can be found with the appropriate course description in this *Undergraduate Catalog*.
- Professional Education courses (26 hours): PSY 215; C&I 212, 214, and 216; EAF 228 or 231 or 235; STT 399.05 (12 hours). All Professional Education courses must be passed with a grade of C or higher (except for STT 399.05, a CT/NC only course, which must be passed).
- Required courses for Illinois Teaching Certificate Endorsements: passing keyboarding/formatting competency exam, BTE 225, 330, 354, and TEC 243. Students completing these requirements will automatically receive a K-12 Special Business Education Certificate and 6-12 Business Education Certificate with endorsements in Accounting, Basic Business, and Information Processing. Additional endorsements may be acquired by completing the following:
 1. Information Processing/Secretarial: BTE 110, 225, 354; TEC 243 (students must transfer terminal course in shorthand, note-hand, or machine transcription from another institution).
 2. Business Computer Programming/Systems: ACC 261, 266, 270; BTE 225.
 3. Marketing: MKT 230 and any 2 of the following: MKT 231, 232, 233, 234.
 4. Work-Based Learning Teacher/Coordinator: BTE 380 and 382 and 2,000 hours of employment experience in the occupational specialty to be taught. (This is highly recommended for those seeking involvement with Tech Prep, apprenticeship or Education-to-Career programs).

MINOR IN BUSINESS TEACHER EDUCATION

The Minor in Business Teacher Education is available only to those in an Education major.

- 34-38 hours required.
- Required courses: ACC 131, 270; BUS 100; BTE 225, 260 (2 hours), 362 (3 hours) or 363 (3 hours); ECO 103 or 105; ENG 145.13; MQM 100 (or ECO/GEO/POL/PSY 138); MQM 220.
- The student must choose 8 hours from one of the following areas so that upon completion of the minor the student is qualified for at least 1 teaching certificate endorsement.
 1. Accounting: ACC 132; FIL 240.
 2. Basic Business: BTE 330 and one of the following: FIL **185**; MKT 230.
 3. Information Processing/Secretarial: BTE 110, 354; TEC 243.

MINOR IN CONSUMER EDUCATION

The Minor in Consumer Education is available only to those in a Secondary Education Major.

- 31-33 hours required in Business Teacher Education; Family and Consumer Science; Finance, Insurance and Law; Marketing.
- Required courses: BUS 100; ACC 131; BTE 260; FCS 103 or BTE/FCS 330; FCS 333, BTE 362 or FCS 203; ECO 103 or 105; FIL **185**; MKT 230, 231; MQM 100 (or ECO/GEO/POL/PSY 138).
- NOTE: Appropriate courses may be substituted for required courses with the approval of the Department Chairperson.

BSC ORGANISMAL BIOLOGY AND PUBLIC OUTREACH SEQUENCE (New) Stier/Bassoppo-Moyo

Stier reviewed last meeting's discussion of the proposal. The new sequence was approved on a motion from Stier to approve, seconded by Bassoppo-Moyo, and unanimous vote. Jeri will request an electronic copy of the proposal to forward to the Academic Senate. Catalog copy follows:

MAJOR IN BIOLOGICAL SCIENCES

Organismal Biology and Public Outreach Sequence:

Majors selecting this sequence seek broad organismal expertise and experience in public outreach for science education. This sequence is designed for students seeking educational jobs or careers in arboreta, botanical gardens, environmental and nature centers, museums, and zoos. Students in this sequence will:

- complete the core course requirements for the Biological Sciences major (see above);
- take a minimum of 14 hours in organismal courses (BSC 211, 212, 222, 223, 283, 286, 290, 292, 295, 296, 301, 308, 325, 330, 334, 335/336, 337, 378/379, 395, 396); and
- obtain a minimum of 120 hours of direct experience in public outreach (2 credit hours of Professional Practice, 398).

IDS MINOR IN AFRICAN STUDIES (New) Craig/Van Der Hoven

Craig reviewed the discussion at the last meeting.

- Craig questioned inclusion of phrase "other courses approved by the minor advisor."
- Craig concerned with Music courses being overly represented in list of electives. Morenus said these are one-hour courses and should not be a problem.
- Rosenthal and Craig had corresponded about major hours being used for the minors.
- Rosenthal suggested using phrase "No more than 9 hours may be selected from the student's first and second major department" for all three new IDS minors.
- Craig suggested changing "required core (9 hours)" to "required 3 courses (9 hours) from the following" because the list is 15 hours, not really a core.
- Brown called proposal to question. African Studies vote tabled until Middle Eastern and South Asia Studies proposal is discussed because it has similar issues.
- After all the IDS minors were discussed, Craig moved to approve the Minor in African Studies with the suggested changes ("9 hours" phrase added and the rewording of the required core); Brown seconded; the committee voted unanimously to approve with the provision that the corrections would be done. Catalog copy follows:

MINOR IN AFRICAN STUDIES

Director: Agbenyega Adedze
Office: SH 334
Phone: 438-836

Advisor: Richard Pearce
Office: SH 334
Phone: 438-8298

A Minor in African Studies will complement a major in several disciplines. It is therefore designed as a multidisciplinary program where student will take courses in the social sciences, arts, and humanities (Anthropology/Sociology, English, Foreign Languages, Geography, History, Music, Political Science, and Theatre). The Minor will provide students with a broad background in African history, societies, culture, and politics. The program is directed towards students with a view of working or visiting Africa and those who are interested in government or public service careers.

- **21 hours required**
- **Required: 3 courses (9 hrs) selected from the following: HIS 104.01, HIS 265, HIS 266, GEO 235, GEO 250, POL 246 (At least two disciplines must be represented from this list).**
- **Choose 4 courses (12 hours) from the following electives: GEO 235.01, 250; HIS 104.01, 265, 266; POL 246 (if not taken as part of the requirements above); ANT 181, 185; FOR 206; MUS 139.21, 153, 154, 239.21; THE 271, 275**
- **NOTE: No more than 9 hours may be selected from the student's first or second major department.**

Other courses approved by the minor advisor may be counted toward the minor.

NOTE: Please refer to specific departments or schools for further course information including prerequisites.

African Studies Minors are encouraged to study abroad in Africa. There are a number of study abroad programs which students can participate in which range in length from a summer, to a semester, or even an entire academic year. Interested students should contact the office of International Studies and Programs.

IDS MINOR IN MIDDLE EASTERN AND SOUTH ASIAN STUDIES (New) Zintambila/Brown

Ali Riaz and Jonathan Rosenthal were present to answer questions about the proposal. Zintambila reviewed the discussion from the last meeting; the discussion was similar to the one on African Studies.

- Catalog copy needs to say "No more than 9 hours may be selected from the student's first and second major department."
- With the use of "or" between the courses in the core list, it is more of a core requirement.
- Rosenthal said that he would add the 9 hour language to the catalog copy before it is submitted to Jeri for forwarding to the Senate.
- Quane asked about the distribution requirement in electives. Rosenthal stated that they want to keep electives more flexible.
- The proposal was approved on a motion from Zintambila, seconded by Brown and unanimous vote by the committee to approve with the provision that the suggested changes would be made before the proposal is forwarded to the Senate. Catalog copy follows:

MINOR IN MIDDLE EASTERN AND SOUTH ASIAN STUDIES

**Director: Ali Riaz
Office: SH 340D
Phone: 438-8071**

**Advisor: Erik Rankin
Phone: 438-3709**

The Minor in Middle Eastern and South Asian Studies provides an interdisciplinary approach to exploring the politics, society, cultures and economics of the countries in the Middle East and South Asia. This program is designed to be of interest to students who want to explore the socio-political-economic dynamics of the countries located in the region and their roles in the world. It also examines the impacts of the global politics, especially the US foreign policies, on the socio-political environment of this region. Students are required to take a core of four courses in history, politics, geography and interdisciplinary studies, as well as elective courses in the social sciences (History, Sociology, Geography, and Politics and Government) and in the humanities and fine arts (English, and Foreign Languages)

- **21 hours required**

1-3 hours of a special topics course on a child-related topic, offered through a department

— **NOTE: No more than 9 hours may be selected from the student's first or second major department.**

4. PROPOSAL DISCUSSION:**HSC MINOR IN ENVIRONMENTAL HEALTH (Revise)****Ferrence/Kossman**

Tim Kelly and Guang Jin were present from Health Sciences to answer any questions. Ferrence distributed a handout to review the proposal.

- Department proposes to drop HSC 248 from requirements in EH and change number of required hours from 9 to 6 hours; change hours of electives from 6 to 9 hours; drop BSC 160 from required courses outside of HSC and change the number of hours required outside of HSC from 15 to 11 minimum hours.
- Ferrence requested a letter from BSC because the dropped BSC course might impact BSC.
- Ferrence said that HSC 145 and 156 need an asterisk (courses are General Education courses).
- Quane asked if hours totaled 26. Tim Kelly responded that the hours total 26.
- Request catalog copy change to add the 26 hours total to top of list of requirements.
- Trefzger said the proposal will be an action item at the next meeting.

TEC INDUSTRIAL COMPUTER SYSTEMS SEQUENCE (Revise)**Buckley/Morenus**

Buckley presented a review of the proposal and distributed a handout.

- TEC proposes to add TEC 244, ITK 168 and MAT 108 as required courses; TEC 116 changed from required to elective.
- Total hours required increased from 75 to 81 hours.
- Buckley indicated that there are no letters of support.
- Stier said that he has the copies of the letters of support.
- Propose to add to prerequisites: "C or better in TEC 151" to TEC 283 and TEC 319.
- Jan Shane asked about the scope of number of students who might have to retake the courses that require a C or better. Stier will inquire and respond at the next meeting.
- The proposal will be an action item on the next agenda.

5. LIAISON REPORTS:

- a. Council for General Education – Trefzger reported that CGE is continuing to look at possible exceptions to the outer core courses.
- b. Council for Teacher Education – Brown – C&I's Childhood Education proposal has made it through CTE and will be coming to UCC soon.
- c. Academic Affairs Committee – Ferrence – Nothing to report at this time.

The meeting adjourned at 5:00 p.m. The next meeting will be Wednesday, November 17, 2004 at 3:05 p.m.

Respectfully submitted by

Jeri Ryburn

*UCC Secretary and Editorial Assistant of the Undergraduate Catalog
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