Title: Business Technology Minor - Information Only Proposal # 18-14

(Proposal explanation, submitter and college dean signatures on attached program/degree or course revision form.)

All proposals MUST have their originating college faculty body (Ex. Arts & Sciences, Education and Nursing; Technical Sciences) approval and must be signed by the submitter and the college dean before being submitted to the Academic Senate Secretary.

- 1. Submit all proposals (using the appropriate Academic Senate program/degree and/or course revision forms or General Education Inclusion form) to the Academic Senate Secretary. NOTE: Level 1 or Level 2 forms must be submitted concurrent with this proposal where applicable. For Education proposals, PEU approval must be received prior to forwarding the proposal to the Senate.
- 2. The Academic Senate Secretary logs and numbers items and forwards them to the appropriate Academic Senate subcommittee(s): General Education (if applicable), or Curriculum. A transmittal e-mail will be sent to the Recording Secretary of the receiving committee, cc Provost's Administrative Assistant, by the Academic Senate Secretary. A digital copy of the proposal will be linked on the Academic Senate Proposal page by the Academic Senate Secretary.
- The Academic Senate subcommittee(s) consider(s) the proposal. If approved, the proposal is returned to the Academic Senate Secretary for forwarding to the next committee. If a committee disapproves the proposal, the originator may request that the item be forwarded to the next body for consideration. The committee will provide written rationale to the originator, via the Academic Senate, when a proposal is disapproved and the proposal is returned to the originator. Upon completion of committee action, the proposal will be returned to the Academic Senate Secretary, and a transmittal e-mail sent by the Committee Recorder to the Senate Secretary, cc Provost's Administrative Assistant.
- 4. The Academic Senate considers the proposal and recommends approval or disapproval. If approved, the proposal is forwarded to the Provost for consideration. If the Academic Senate disapproves the proposal, the originator may request that the item be forwarded to the Full Faculty for consideration, utilizing the procedures set forth in the Senate Bylaws. The Academic Senate will provide written rationale to the originator when proposals are disapproved and the proposal is returned to the originator.
- 5. Approved proposals will be forwarded to the Provost. The Provost approves or disapproves the proposal. If approved, the proposal is then forwarded to the Chancellor. From this point forward, the Provost's Administrative Assistant will update the Proposal page on the website by contacting the webmaster.
- 7. The Chancellor approves or disapproves the proposal.
- 8. The proposal will then either be implemented or referred to MSU for further action. The tracking page on the Provost site will be updated as required.

Subcommittee and Academic Senate college representatives will notify their respective colleges' of the progress of submitted proposals or the proposal may be tracked via the web page -- http://www.msun.edu/admin/provost/senate/proposals.htm

Documentation and forms for the curriculum process is also available on the web page: http://www.msun.edu/admin/provost/forms.htm

(If a proposal is disapproved at any level, it is returned through the Academic Senate secretary and the Senate President, to the Dean of the submitting college who then notifies the originator.

·	Date	Action Taken	Signature	Date	Comments/Reason for Disapproval	Sent to	Date	Transmittal E-mail sent
*Abstract		Copy to Senate						
received by		President. Forward			The second second			
Senate Secretary		to Provost.						
*Provost		☐ Abstract Approved						
		Disapproved						
Received by Senate Secretary	1/29/18	Tracking form — initiated	DaBradledo		tracking :	Gr. Successo	11/2/8	uner
General Education Committee (if	11/24/2	☐ Approved NA	Day		Page 2	d	1/0/2	wher
applicable)	11.118	☐ Disapproved	Lucian		torward	ladd	/ 1-1/1X	Office
Curriculum	11 1	Approved	10/		with.	m.	1///	inner
Committee (if applicable)	11/20/19	☐ Disapproved	C/m/2		Corrections	Seifert	124/19	o feco
Academic Senate	2/0/0	Approved	Call A		WITH .	Rost	3/1/	retter
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Full Faculty (if		Approved	-7/				199	
necessary)		Disapproved						
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Provost		Advise originating						
		college and						
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		status. Update Web	8-5-10-5-3					
		page.						
Registrar		Catalog/Policy Manual Update						
					ah naga from initial society	1		

NOTE: The secretary of the Academic Senate will update the Academic Senate Proposal web page from initial receipt until the proposal reaches the Provost. The Provost's Administrative Assistant will ensure that the current status of each proposal is maintained on the Academic Senate Proposal web page from that point forward.

*Abstract and pre-approval required for new programs ONLY.

Academic Senate Form 1 (Revised 3/21/2012)

PROGRAM/DEGREE REVISION FORM

NEW	_ DROPPED	_ MAJOR REV	SION FOR	INFORMATION	ONLY_X
College Tech	ijeal Science	_ Program Area	Business		Date <u>9/27/2018</u>
Submitter 2	sartaca Zu	ck_ Den	1 Jule 1	Sugar-	_ Date
Sign	vature Barbare	a Zuck	Signature (indicates "	college" level approval)	_Date <u>/20-24-/9</u>

Please provide a brief explanation & rationale for the proposed revision(s).

The catalog does not state that this minor is only available to non-business students. The Business Technology minor is not available to students earning a BS in Business Administration. The Business Minor is not available to students earning a BS in Business Administration. "This minor is not available to students earning a BS in Business Administration in program sheets, catalog or minor description".

Please provide in the space below a "before and after" picture of the program with the changes in the program noted. Attach appropriate Course Revision Forms, Please indicate changes by shading the appropriate cells.

PROPOSAL TITLE Business Technology Minor: Information Only

Current Program listed in 2017-18 Catalog

Proposed Program for 2018 -19 Catalog

	 	Total	30
(10.191)		Trincipes of succeedimines	
ECNS	201	Principles of Microeconomics	1 -
BUS	348	Business Communications	3
BMKT	325	Principles of Marketing	3
BMGT	335	Management & ●rganization	3
BGEN	235	Business Law	3
BGEN	110	Applied Business Leadership	3
BGEN	112	Creative Problem Solving	3
BGEN	105	Introduction to Business	3
ACTG	202	Principles of Mang Acet	3
ACTG	201	Principles of Financial Acet	3
Course Prefix	ti .	Course Title	Credits

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Course	Ī		Gen-Fd	Degree
Prefix	- 11	Course Title	Credits	Credits
ACTG	201	Principles of Financial Acet		3
ACTG	202	Principles of Mang Acet		3
BGEN	105	Introduction to Business		3
BGEN	112	Creative Problem Solving		3
BGEN	110	Applied Business Leadership		,ì
BGEN	235	Business Law		3
BMGT	335	Management & Organization		3
BMKT	325	Principles of Marketing		3
BUS	348	Business Communications		.3
ECNS	201	Principles of Microeconomics	0	3
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	<u> </u>	Total		30

Additional instructional resources needed (including library materials, special equipment, and facilities). Please note: approval does not indicate support for new faculty or additional resources. N/A. Changing Course Number and Course Description.

WINDR

Updated 09/29/05