## Curriculum Change Form

**Part I**

<table>
<thead>
<tr>
<th>(Check one)</th>
<th>Department Name</th>
<th>Management, Marketing &amp; Administrative Communication</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Course (Parts II, IV)</td>
<td>College</td>
<td>Business &amp; Technology</td>
</tr>
<tr>
<td>Course Revision (Parts II, IV)</td>
<td>*Course Prefix &amp; Number</td>
<td></td>
</tr>
<tr>
<td>Hybrid Course (&quot;S,&quot; &quot;W&quot;)</td>
<td>*Course Title (30 characters)</td>
<td></td>
</tr>
<tr>
<td>Course Dropped (Part II)</td>
<td>*Program Title</td>
<td>Corporate Communication and Technology (B.B.A.)</td>
</tr>
<tr>
<td>New Program (Part III)</td>
<td>(Major ____, Option ____; Minor ____; or Certificate ____)</td>
<td></td>
</tr>
<tr>
<td>x Program Revision (Part III)</td>
<td><strong>Provide only the information relevant to the proposal.</strong></td>
<td></td>
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</tbody>
</table>

### Proposal Approved by:

<table>
<thead>
<tr>
<th>Departmental Committee</th>
<th>Date</th>
<th>Graduate Council*</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>11/14/2008</td>
<td></td>
<td>2/18/09</td>
<td></td>
</tr>
<tr>
<td>College Curriculum Committee</td>
<td>11/25/2008</td>
<td>Approved x ___ Disapproved ____</td>
<td></td>
</tr>
<tr>
<td>General Education Committee*</td>
<td>1/26/2009</td>
<td>Faculty Senate**</td>
<td></td>
</tr>
<tr>
<td>Teacher Education Committee*</td>
<td>N/A</td>
<td>Board of Regents**</td>
<td></td>
</tr>
</tbody>
</table>

*If Applicable (Type NA if not applicable.)

**Approval needed for new, revised, or suspended programs

***Approval/Posting needed for new degree program or certificate program

****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

### Completion of A, B, and C is required: (Please be specific, but concise.)

#### A. 1. Specific action requested:

(Example: To increase the number of credit hours for ABC 100 from 1 to 2.)

Request exclusion for General Education Requirements: Block VII (QS) to take CIS 212 or CSC 104.

To approve CCT101 for Gen. Ed. Block VIII

#### A. 2. Effective date:

(Example: Fall 2001)

Fall 2009

#### A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

N/A

### B. The justification for this action:

Basic skills in spreadsheets, databases, and word processors are necessary for all business majors. Most sophomore and higher level business textbooks are assuming that students already have these skills.

CCT 101 is one of the courses that make up the theme **Creative Life Skills for Success** for Option 4 of Gen. Ed. Block VIII. More students are taking the course to learn how to start a small business, and the course currently helps students in the preparation of a business plan. These students are not business majors and are usually interested in a business minor. The course also supports an entrepreneurship minor.

### C. The projected cost (or savings) of this proposal is as follows:

**Personnel Impact:**

None

**Operating Expenses Impact:**

None

**Equipment/Physical Facility Needs:**

None

**Library Resources:**

None
Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using strikethrough for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program’s suspension.

**New or Revised* Program Text**

(*Use strikethrough for deletions and underlines for additions.)

**Corporate Communication**

and Technology (B.B.A.)

*CIP Code: 52.0204*

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**University Requirement**

BTO 100.

**General Education Requirements**

Standard General Education program, excluding general education blocks II, VB, and VC, and VII(QS). Refer to Section Four of this Catalog for details on the General Education and University requirements.

**College Requirement: Professional Skills Seminar**

BTS 300 (CR) and BTS 400 (CR).

**Supporting Course Requirements**

MAT 107 or MAT 211; SOC 131; ECO 230, 231; CIS 212 or CSC 104.

**Free Electives**

May include 3 hours approved business electives.

**Business Requirements**

**Pre-Business Core**

ACC 201, 202; GBU 204; QMB 200.

**Business Core**

CCT 300, CIS 300, FIN 300, MGT 300, 370, MKT 300, and GBU 480.

**Major Requirements**

CCT 106, 200, 250, 290, 302, 303, 310, 550, 570, 580, CMS 300, and MGT 340.

**Total Curriculum Requirements**

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**MMAC 11**