## Curriculum Change Form

**Present only one proposed curriculum change per form**

**Complete only the section(s) applicable.**

### 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></td>
<td></td>
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<tr>
<td>__ Hybrid Course (&quot;S,&quot; &quot;W&quot;)</td>
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<tr>
<td>__ Course Dropped (Part II)</td>
<td></td>
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<tr>
<td>__ New Program (Part III)</td>
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<tr>
<td>__ Program Revision (Part III)</td>
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<tr>
<td>__ Program Suspended (Part III)</td>
<td></td>
<td></td>
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</tbody>
</table>

### Proposal Approved by:

<table>
<thead>
<tr>
<th>Departmental Committee</th>
<th>Date</th>
<th>College Curriculum Committee</th>
<th>Date</th>
<th>General Education Committee*</th>
<th>Date</th>
<th>Teacher Education Committee*</th>
<th>Date</th>
<th>Graduate Council*</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>11/14/2008</td>
<td></td>
<td>11/25/2008</td>
<td></td>
<td>1/26/2009</td>
<td></td>
<td>N/A</td>
<td></td>
<td>2/18/09</td>
<td></td>
</tr>
</tbody>
</table>

**Is this a SACS Substantive Change?**

- Yes
- No

**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. 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.

**A. 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.

**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 \textit{strike-through} for deletions and \textit{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.

\textbf{New or Revised* Program Text}

\textit{(*Use \textit{strike-through} for deletions and \textit{underlines} for additions.)}

\textbf{Management (B.B.A.)}

\textit{CIP Code: 52.0201}

\textbf{University Requirement}..........................................................................................................................................................1 hour

BTO 100.

\textbf{General Education Requirements}...........................................................................................................................................39 \textbf{36 hours}

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

\textbf{College Requirement: Professional Skills Seminar}

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

\textbf{Supporting Course Requirements}...........................................................................................................................................12 \textbf{15 hours}

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

\textbf{Free Electives} ........................................................................................................................................................................13 hours

May include 3 hours approved business electives.

\textbf{Business Requirements}

\textbf{Pre-Business Core}.................................................................................................................................................................12 hours

ACC 201, 202; GBU 204; QMB 200.

\textbf{Business Core}.................................................................................................................................................................21 hours

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

\textbf{Major Requirements}.........................................................................................................................................................24 hours

MGT 320, 340, 400, 480, and one of the following options:

\textbf{Management Option:}

12 hours of approved management electives above the core.

\textbf{Human Resource Management Option:}

MGT 410, 425, 440, 445.

\textbf{Approved Business Electives}..................................................................................................................................................6 hours

\textbf{Total Curriculum Requirements}........................................................................................................................................128 hours