

**Curriculum Change Form**  
**(Present only one proposed curriculum change per form)**  
**(Complete only the section(s) applicable.)**

**Part I**

(Check one)	Department Name	Accounting, Finance & Information Systems & Management, Marketing & Administrative Comm.
<input type="checkbox"/> New Course (Parts II, IV)	College	Business & Technology
<input type="checkbox"/> Course Revision (Parts II, IV)	*Course Prefix & Number	_____
<input type="checkbox"/> Hybrid Course ("S," "W")	*Course Title (30 characters)	_____
<input type="checkbox"/> Course Dropped (Part II)	*Program Title	BBA & BS in Insurance <b>Degree Requirements</b>
<input type="checkbox"/> New Program (Part III)		(Major ____, Option ____, Minor ____, or Certificate __)
<input checked="" type="checkbox"/> Program Revision (Part III)		
<input type="checkbox"/> Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	<u>Date</u>		<u>Date</u>
Departmental Committee	4/21/2009	Graduate Council*	N/A
<i>Is this a SACS Substantive Change?</i> <b>Yes****</b> <input type="checkbox"/> <b>No</b> <input checked="" type="checkbox"/>		Council on Academic Affairs	_____
College Curriculum Committee	4/20/2009	Approved x    Disapproved	5/21/09
General Education Committee*	N/A	Faculty Senate**	_____
Teacher Education Committee*	N/A	Board of Regents**	_____
		Council on Postsecondary Edu.***	_____

\*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.)  
 Add PSY 200 or 200W or SOC 131 for BBA Supporting Courses; change CCT 300 to CCT 300W in BBA Core and BS Insurance Core and change "C-" to "C" in Enrollment in Upper-Division EKUBusiness Courses.

**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:**

PSY 200 and SOC 131 are both compliant to Social Behavioral Sciences Area and PSY 200W is another opportunity for students to complete their Writing Intensive Requirement; CCT 300W meets the criteria as a writing intensive course and has been approved by the Thinking and Communicating Across the Curriculum (TCAC) Committee.

**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 ~~strickthrough~~ 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 ~~strickthrough~~ for deletions and underlines for additions.)

#### BACHELOR OF BUSINESS ADMINISTRATION AND BACHELOR OF SCIENCE IN INSURANCE DEGREE REQUIREMENTS

General University requirements, as well as specific course requirements set forth in the description of curricula, must be met by students completing associate and baccalaureate business programs administered by the College of Business and Technology. See programs under each department for major requirements. Academic Orientation course (BTO 100) is required in all Business programs. The requirements for the Bachelor of Business Administration (BBA) and the Bachelor of Science in Insurance degrees are as follows:

1. A cumulative 2.0 GPA must be maintained in all work taken in the BBA and BS Insurance programs.
2. Hours earned by correspondence study are accepted upon written approval of the Dean. However, not more than 25 percent of the total hours applied toward a degree may be earned via correspondence or telecourse instruction, military credit, or credit by examination.
3. To ensure the integrity of the business program to provide a sound overall educational experience, not more than 50 percent of undergraduate coursework shall be completed in the *EKUBusiness* program. However, up to nine semester hours of economics and up to six semester hours of mathematics/statistics will not be included in this 50 percent. Decisions to allow students to take more than 50% of undergraduate coursework within *EKUBusiness* will be made judiciously.
4. At least 50 percent of the business course credit hours required for the BBA and BS Insurance degrees must be completed at ECU.
5. The BBA and BS Insurance degrees will only accept credits for business courses at the upper division level transferred from other colleges and universities accredited by the Association to Advance Collegiate Schools of Business International (AACSB). As completely as possible, it will apply these credits to the student's degree program. To ensure that they earn appropriate credits, students are strongly advised to see the College of Business and Technology Advising Office and also obtain the Dean's approval prior to enrolling in any course work they plan to transfer. The University will not take responsibility for courses transferred without prior approval.
6. A "C" or better is required for the BBA programs and the B.S. in Insurance degree in the following courses: (See specific degree requirements for each major)

#### BACHELOR OF BUSINESS ADMINISTRATION

**BBA Supporting Courses:** MAT 107 and/or 211, QMB 240 (if required by major), PSY 200 or 200W or SOC 131, ECO 230 and 231.  
**BBA Pre-Business Core:** ACC 201, ACC 202, GBU 204, and QMB 200;  
**BBA Core:** CCT 300W, CIS 300, FIN 300, MGT 300, 370, MKT 300, and GBU 480.

#### BACHELOR OF SCIENCE IN INSURANCE

**BS Supporting Courses:** MAT 211 (or MAT 107 combined with QMB 240) and ECO 230;  
**Pre-Business Core:** ACC 201, ACC 202, GBU 204, and QMB 200.  
**BS Insurance Core:** CCT 300W, CIS 300, FIN 300, MGT 300, MKT 300, INS 370, and INS 374.

CCT 300W should be taken in first six hours of upper division course work. BBA students must complete all business core courses prior to taking GBU 480.

Students are urged to review carefully all course prerequisites, including the 60-hour rule before scheduling 300-level business courses. Failure to satisfy prerequisites may result in the student being administratively withdrawn from courses.

7. At least 12 hours in the major must be earned at ECU. A grade of "C" or better is required for each course in the major.
8. Students must choose a major field at the time they enter an *EKUBusiness* program. Students must meet with and have schedules approved by the academic advisor.
9. A second major can be completed in *EKUBusiness* or in another program of the University. A third business major is not permitted. Because business students take the business core, they are limited to selected minors offered by *EKUBusiness*. Free elective requirements for bachelor's degree programs in *EKUBusiness* cannot be met by choosing courses taught in Business. (See No. 4, BBA and BS Insurance under degree requirements.)
10. Students choosing to double-major must declare the BBA or BS Insurance degree as the first major.

## Prerequisite Structure in *EKUBusiness*

The *EKUBusiness* curriculum is highly structured and carefully integrated. The content and methodology utilized in upper-division courses are based upon the assumption that students enrolled in these courses have matriculated through a specific series of lower-division courses which provide students with competencies needed for successful participation in upper-division business courses.

### Enrollment in Upper-Division *EKUBusiness* Courses

To enroll in the following upper-division **business-core** courses (CCT 300W, CIS 300, FIN 300, MKT 300, MGT 300, 370, and GBU 480) students must have:

1. completed ACC 201, 202, and ECO 230 with a grade of ~~“C”~~ “C” or better in each course;
2. completed a minimum of 60 hours (or enrolled in enough additional course work to complete their 60th credit hour) with a cumulative 2.0 GPA; and
3. met all specific prerequisite(s) for each course.

To enroll in other upper-division business courses, students are required to have met the specific prerequisite(s) for each course and have earned an overall 2.0 GPA. Students majoring in other departments whose planned curriculum includes selected business courses (by virtue of agreements of sponsoring departments with a business program) must also adhere to all specified course prerequisites. Students majoring in programs other than business cannot earn more than 25 percent of their total degree requirements in courses with business prefixes.