ACADEMIC SENATE PROPOSAL TRACKING SHEET
(Document To Be Originated by the Academic Senate Secretary On Canary Color Paper)

Proposal # 23-45	Title: **Changes to the BAS Degree in Business**

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

All proposals MUST have their originating college faculty body (Arts, Sciences & Education; Health Sciences; Technical Sciences) **approval and must be signed by the submitter and the college dean before being submitted to the Academic Senate Secretary.**
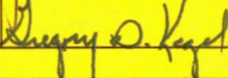
1. Submit all proposals (using the appropriate Academic Senate program/degree and/or course revision forms or General Education Inclusion form) to the Academic Senate Secretary. **NOTE: Level 1 or Level 2 forms must be submitted concurrent with this proposal where applicable. For Education proposals, 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 digital copy of the proposal will be linked on the Academic Senate Proposal page by the Academic Senate Secretary.

3. 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 committee will provide written rationale to the originator, via the Academic Senate.* The originator may request that the item be forwarded to the next body for consideration. Upon completion of subcommittee action, the proposal will be returned to the Academic Senate Secretary for consideration at the next Academic Senate meeting.

4. The Academic Senate considers the proposal and recommends approval or disapproval. If approved, the proposal is forwarded to the Provost for consideration within 10 working days. If the Academic Senate disapproves the proposal, the Academic Senate will provide written rationale to the originator. * The originator may request that the item be forwarded to the Full Faculty for consideration, utilizing procedures set forth in the Senate Bylaws.

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. If approved, 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 are also available on the web page: http://www.msun.edu/admin/provost/forms.htm

* **If a proposal is disapproved, it is returned to the Dean of the submitting college who then notifies the originator.**

See back for tracking form

	Date	Action Taken	Signature	Date	Comments/Reason for Disapproval	Sent to	Date	Transmittal E-mail sent
Received by Senate Secretary	2/6/2024	Tracking form initiated	DocuSigned by: *Brittany Garden* 7131CC9454D9458...	2/6/2024	Sent to Curriculum Committee		2/6/2024	
General Education Committee (if applicable)		☐ Approved ☐ Disapproved						
Curriculum Committee (if applicable)	2/12/2024	☒ Approved ☐ Disapproved	DocuSigned by: *Casey Donoven* A3AAF230AD5D4B1...	2/12/2024	BGEN 360 has a hidden prerequisite that is being address concurrently			
Academic Senate	3/2/2024	☒ Approved ☐ Disapproved	DocuSigned by: *Valerie Guyant* DE905B0729A143B...	3/2/2024				
Provost		☒ Approved ☐ Disapproved	*[signature]*	4/3/24				
Chancellor		☒ Approved ☐ Disapproved	*Gregory D. Kegel*	4.9.2024				
MSU		☐ Approved ☐ Disapproved						
BOR		☐ Approved ☐ Disapproved						
NWCCU		☐ Approved ☐ Disapproved						
Provost		Advise originating college and Academic Senate of status. Update Web page.						
Registrar		Catalog/Policy Manual Update						

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.

Academic Senate Form 1 (Revised 4/4/2023)

PROGRAM/DEGREE REVISION FORM

NEW_____ DROPPED_____ MAJOR REVISION __X__ FOR INFORMATION ONLY_____

College __COTS_____ Program Area __BAS Business Technology (Management)__

Submitter __Barbara Zuck_____ Dean _Steve Dew 2/02/2024_ Date __1/24/24__

Signature _Barbara Zuck_ Signature (indicates "college" level approval)

PROPOSAL TITLE: __UPDATE BAS Business_____

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

Eliminate BMGT 498: Cooperative Education. BGEN 494 will be the Capstone Course.

Eliminate BGEN 468 and replace this course with ACTG 201: Financial Accounting because this course is a prerequisite for ACTG 202 and a foundational accounting course. *"In determining the number of credits in a degree program under this policy, campuses will include every class that a student must complete to earn the credential, including (but not limited to) pre-requisite classes, classes that must be completed to apply for admission to a program and general education coursework. The only classes that are excluded from this credit calculation are remedial or developmental courses."*

Add ACTG 202: Principles of Mang. Accounting because accounting is an important skill for business.

Eliminate BMGT 245: Customer Service Management.

Eliminate BMGT 322: Operations Management. This course has a Statistics prerequisite that is not in the degree.

Eliminate CAPP 158: MS Access and replace this with BMGT 422: Project Management to meet upper division course requirements. Students will take MS Excel, a software program used extensively in business. Many business students manage projects, and this course will strengthen a student's decision-making and critical thinking skills.

Require BGEN 360: International Business for General Education, Category V – Cultural Diversity.

Require CAPP 156: MS Excel for General Education, Category VII – Technology.

Require ECNS 201: Principles of Microeconomics, Category IV, Social Sciences / History

Require WRIT 122: Business Writing, Category I, Communications

In the space below, please provide a "before and after" picture of the program with the changes in the program noted with an * in the CHANGE column. Attach appropriate Course Revision Forms.

Current Program in 23-24 Catalog

Course Prefix	#	Course Title	Credits
BFIN	322	Business Finance	3
BGEN	468	Contemp Issues in Bus Ethics	3
BMGT	335	Management & Organization	3
BMIS	311	Management Information Systems	3
BMKT	325	Principles of Marketing	3
CAPP	158	MS Access	3
BMGT	322	Operations Management	3
BMGT	329	Human Resource Management	3
BUS	348	Business Communications	3
CAPP	266	Advanced MS Excel Applications	3
BMGT	498	Cooperative Education	3
BMGT	245	Customer Service Management	3
		Total	123

Proposed Program for 24-25 Catalog

Course Prefix	#	Course Title	Gen-Ed Credits	Degree Credits	Change
BFIN	322	Business Finance		3	
					*
BMGT	335	Management & Organization		3	
BMIS	311	Management Information Systems		3	
BMKT	325	Principles of Marketing		3	
					*
					*
BMGT	329	Human Resource Management		3	
					*
					*
					*
					*
ACTG	201	Principles of Financial Accounting		3	*
ACTG	202	Principles of Managerial Accounting		3	*
BMGT	422	Project Management		3	*
BGEN	494	Seminar		3	*
BGEN	360	International Business	3		*
CAPP	156	MS Excel	3		*
ECNS	201	Principles of Microeconomics	3		*
WRIT	122	Business Writing	3		*
		Gen Ed Core	21		*
		Total	33	27	

Please note additional instructional resources needed (including library materials, special equipment, and facilities). Approval does not indicate support for new faculty or additional resources:

Updated 04/04/2023

Please include:

Students that have already completed some general education credits in an AAS may count these toward the 33 general education credits for this degree but are still required to take a minimum of 60 credits in the BAS to meet the 120 credits to graduate.