ATTACHMENT <u>2B</u>

ADD, CHANGE OR DELETE UNIT, PROGRAM REQUIREMENTS, OR ACADEMIC POLICIES

Complete this form consistent with the instructions in Academic Policy 1622.20. Use the form to add, change, or delete a program or unit or to change program policies. Proposed additions and changes must be consistent with Academic Policies 1100.40 and 1621.10 and any other policies which apply.

SECTION I: Approvals

_____   _____
Department / Program Chair   Date Submitted   Graduate Council Chair   Date

_____   _____
College Dean   Date   Faculty Senate Chair   Date

_____   _____
Honors College Dean   Date   Provost   Date

_____   _____
Core Curriculum Committee   Date   Board of Trustees Approval/Notification Date

_____   _____
University Course and Programs Committee   Date   Arkansas Higher Education Coordinating Board Approval/Notification Date

_____
Vice Provost for Distance Education   Date
(for on-line programs)

SECTION II: Profile Data - Required Information and Name Change Information

Academic Unit: ☒ Major/Field of Study   ☐ Minor   ☒ Other Unit **Minor**_____   ☐ Policy

Level: ☒ Undergraduate   ☐ Graduate   ☐ Law   Effective Catalog Year <u>2014</u>

Program changes are effective with the next available catalog. See Academic Policy Series 1622.20

Current Name   _____

College, School, Division **WCOB**   Department Code **WCBD**

Current Code (6 digit Alpha) _____   Proposed Code (6 digit Alpha)   **WNPS-M**
                                Prior approval from the Office of the Registrar is required.

☐ Interdisciplinary Program   CIP Code _____
                        Prior assignment from Office of Institutional Research is required.

Proposed Name **Business Minor for Business Majors - Nonprofit Studies**
When a program name is changed, enrollment of current students reflects the new name.

SECTION III: Add a New Program/Unit

☒   For new program proposals, complete Sections II and VII and use as a cover sheet for a full program proposal as described in 'Criteria and Procedures for Preparing Proposals for New Programs in Arkansas.' ADHE
http://www.adhe.edu/divisions/academicaffairs/Pages/academicaffairs.aspx

    ☒ Program proposal uses courses offered by another academic college, and that college dean's office has been notified. The signature of the dean of that academic college is required here: _____

SECTION IV: Eliminate an Existing Program/Unit

Code/Name _____   Effective Catalog Year _____

No new students admitted to program after Term: ___ Year: _____
Allow students in program to complete under this program until Term: ___ Year: _____

SECTION V: Proposed Changes to an Existing Program or Program Policies

Insert here a statement of the exact changes to be made: _____

Check if either of these boxes apply and provide the necessary signature:

☐ Program change proposal adds courses offered by another academic college, and that college dean's office has been notified. The signature of the dean of that academic college is required here: _____

☐ Program change proposal deletes courses offered by another academic college, and that college dean's office has been notified. The signature of the dean of that academic college is required here: _____

Check all the boxes that apply and complete the required sections of the form:

☐ Change of Name and Code (Complete only sections I, II, V and VII.)

☐ Change Course Requirements: (Complete all sections of the form except "Proposed Name" in II, section III, and section IV.)

☐ Change Delivery Site/Method (Complete all sections of the form except "Proposed Name" in II, section III, and section IV.)

☐ Change Total Hours (Complete all sections of the form except "Proposed Name" in II, section III, and section IV.)

☐ Change in Program Policies

SECTION VI: Justification

Justify this change and state its likely effect on any other degree program (including those outside the school or college). Identify any program or program components (other than courses) to be eliminated if this program is implemented. (Program and course change forms must also be submitted for such related changes.)

The purpose of the minor is to create an educated workforce in the area of nonprofits. Conservative estimates place nonprofits as employing above 10% of the current workforce. Although, many students will go on to work in the for profit realm, students will still be on boards and participate in other civic organizations.

SECTION VII: Catalog Text and Format

In the box below, insert the current catalog text which is to be changed, with changes highlighted with the color yellow. Include all proposed changes identified in Section V.   Only changes explicitly stated in Section V will be considered for approval by the University Course and Programs Committee, the Graduate Council and the Faculty Senate. If you are proposing a new program, give proposed text with all of the elements listed below. If you are proposing modified text, include these elements as appropriate.

Include the following elements, in order, in the catalog text for proposed undergraduate program(s) or program changes:

- State complete major/program name
- Briefly define or describe the major/program or discipline.
- Identify typical career goals or paths for graduates. (Optional)
- State admission requirements (if any) for entry or entry into upper/advanced level of major/program.
- Identify location in catalog of university, college/school, and department/program requirements which the student must meet in addition to hours in the major, but do not restate these requirements.
- State course requirements in the major and any allied areas, giving number of hours and specific courses; specify electives or elective areas and give numbers of hours and courses in elective pools or categories; identify any other course requirements.
- State any other requirements (required GPA, internship, exit exam, project, thesis, etc.).
- Identify name and requirements for each concentration (if any).
- Specify whether a minor or other program component is allowed or required and provide details.
- State eight-semester plan requirements

For minors, state requirements in terms of hours, required courses, electives, etc.

For graduate program/units, include elements (as needed) parallel to those listed for undergraduate programs above.

For Law School program/units, prepare text consistent with current catalog style.

For centers, prepare text consistent with current catalog style.

List under Walton College of Business after Financial Economics Minor

Nonprofit Studies Minor
The Walton College offers an interdisciplinary minor in Nonprofit Studies. This minor will prepare students for working in the nonprofit sector as well as educating students who may be on boards and participate in other civic

organizations. The minor requires completion of 15 hours of study with all of the upper division courses applied toward the minor taken in residence. The 15 hours include:

Required courses (6 hours):
MKTG 4513, Nonprofit Marketing
SCMT 4853, Cross-Sector Collaboration for Sustainability
Select three courses from the following (9 hours):
ACCT 4703, Governmental and Nonprofit Accounting
WCOB 310V, Cooperative Education
PLSC 300V, Internship in Public Affairs
WCOB 3023, Sustainability in Business
MGMT 4243, Ethics and Corporate Social Responsibility
MGMT 4253, Leadership
MGMT 4263, Organizational Change and Leadership
ECON 3843, Economic Development, Poverty, & the Role of the World Bank and IMF in Low-Income Countries
PLSC 4853, International Norms and Corporate Social Responsibility
PLSC 3103, Public Administration
SOCI 4013, Special Topics (Community Based Research)

Students who desire to earn a Nonprofit Studies minor must notify the Walton College Undergraduate Programs Office of intent to pursue a minor. All requirements for the minor must be completed prior to the awarding of the student's undergraduate degree. All specific course prerequisites must be met. Each student must have a 2.00 cumulative grade-point average in the courses offered for the minor. All upper division level minor requirements must be taken in residence.

SECTION VIII: Action Recorded by Registrar's Office

PROGRAM INVENTORY/DARS

PGRM ＿＿＿   SUBJ ＿＿＿   CIP ＿＿＿   CRTS ＿＿＿

DGRE ＿＿＿   PGCT ＿＿＿   OFFC&CRTY VALID ＿＿＿

REPORTING CODES

PROG. DEF. ＿＿＿   REQ. DEF.

Initials ＿＿＿   Date ＿＿＿

Distribution

Notification to:
(1) College   (2) Department   (3) Admissions   (4) Institutional Research   (5) Continuing Education   (6) Graduate School
(7) Treasurer   (8) Undergraduate Program Committee

8/19/13