ATTACHMENT <u>1A</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.

<table>
<tr><td colspan="2">SECTION I: Approvals</td></tr>
</table>

_____		_____	
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)			

<table>
<tr><td colspan="2">SECTION II: Profile Data - Required Information and Name Change Information</td></tr>
</table>

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

Level: ☒ Undergraduate ☐ Graduate ☐ Law Effective Catalog Year _____

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

Current Name **College Wide Requirement: Delete current Walton College Correspondence Course restrictions related to correspondence (self-paced) courses based on new University Online policies.**

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

Current Code (6 digit Alpha) _____ Proposed Code (6 digit Alpha) _____
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 _____
When a program name is changed, enrollment of current students reflects the new name.

<table>
<tr><td>SECTION III: Add a New Program/Unit</td></tr>
</table>

☐ 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: _____

<table>
<tr><td>SECTION IV: Eliminate an Existing Program/Unit</td></tr>
</table>

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: Delete policy under College Graduation Requirements to include: #6. No more than 18 hours of course work taken as self-paced (correspondence) courses may apply toward a degree. These 18 hours may not include more than 12 hours of economics or business.

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.)
To reflect the changes in the Online University Policy.

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.

College Graduation Requirements

1. **University Requirements.** Degree candidates must meet the following: the University's general entrance requirements, number of credit hours required in residence, and the "requirements for graduation," including the University Core American history.
2. **Hour Requirements.** Degree candidates must satisfactorily complete the total number of semester hours specified for the

curriculum in courses approved for one of the majors outlined in the succeeding pages. No less than 50 percent of the total credits must be in approved subjects other than business. Not all courses offered by the University will be accepted for degree credit by Walton College. Courses falling into this category are ENGL 0002, ENGL 0013, and MATH 0003. A course is considered developmental if 1) it is so designated by the university or 2) it is a lower-division course taken after a higher-level course is taken. Credit will not be given for duplicate course work.

3. **Grade Requirements.** Students must earn a grade of "C" or better in all pre-business core course requirements. Each student must have a 2.00 cumulative GPA in each of the following areas: a) all work completed at the University of Arkansas, b) all courses specifically designated for the major and c) all required business core courses and required economics courses.

4. **General Education Course Work.** A student's general education course work must satisfy university core requirements, additional college/program course-specific requirements, as well as these two area requirements: 1) social issues, multicultural environment, and demographic diversity, and 2) micro and macroeconomics. If a student has not satisfied these area requirements within the fine arts and/or social sciences areas of the university core, these area requirements must be satisfied through general education electives to allow students to complete degree requirements within the hours indicated above.

5. **Residency Requirements.** Students must earn a minimum of 30 semester hours on the Fayetteville campus—this includes study abroad classes, on-line and Global Campus courses. Other courses paid toward Fayetteville campus tuition and fees may be used with approval. These 30 semester hours must include MGMT 3013, 21-24 hours of upper division courses required for the completion of the major, and 3-6 hours of additional upper division courses required for the degree program. Specifically required junior and senior courses in business or economics must be taken at the University of Arkansas or at an AACSB accredited school. At least 50 percent of the total hours in business and economics must be taken in residence.

6. **Correspondence Course Rules.** No more than 18 hours of course work taken by correspondence may apply toward a degree. These 18 hours may not include more than 12 hours of courses in economics or business and may not include any junior- or senior-level economics or business courses without prior approval of the assistant dean for undergraduate programs.

7. **Catalog/Curriculum Changes.** Business is a dynamic profession, and the college and department curricula are updated continuously to keep pace with changes in the business world. Students entering under this catalog will be required to comply with such curricular changes to earn their degree. The total number of hours required for the degree, however, may not be increased, and all work completed in accordance with this catalog prior to the curriculum change will be applied toward the student's degree requirements. Furthermore, courses incorporated into the curriculum at a level lower than the one the student has completed are not required for that student unless there are specific prerequisites. Students entering under earlier catalogs are responsible for completing the graduation requirements as published in the catalog in effect when they entered the program. Students having interruptions of their academic programs that exceed two calendar years must complete the requirements published in the catalog in effect when they reenter the program. Exceptions to the graduation requirements must be approved by the assistant dean for undergraduate programs.

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