

**UNIVERSITY COURSE AND PROGRAMS COMMITTEE**

**Updated AGENDA**

February 24, 2006

2:30 PM

Upchurch Conference Room

1. Approval of minutes for January 27, 2006 (Enclosed)
2. Consent Agenda (Course change proposals can be reviewed at <https://www2.uark.edu/servlet/edu.uark.regr.ccf.Main> or by going to the website of the Registrar and clicking on "Faculty/Staff" then "Curriculum Change Form," and then "View Changes Pending Before the University Course and Programs Committee.")  
Proposals for new courses are enclosed.
  - a. Undergraduate Courses ([Table A](#))
  - b. Law Courses ([Table B](#))
  - c. Graduate Courses ([Table C](#))
  - d. Dual Credit Courses ([Table D](#))
3. Old Business:  
Tabled proposed program change for the Dale Bumpers College of Agricultural, Food and Life Sciences ([Table 1](#), [Attachment 1A](#))
4. New Business:
  - a. Proposed program changes for Dale Bumpers College of Agricultural, Food and Life Sciences ([Table 1](#), [Attachments 1B-1D](#))
  - b. Proposed program changes for the Sam M. Walton College of Business ([Table 3](#), [Attachments 3A-3D](#))
5. Other items:
  - a. Department of Physics proposal for changing AP Test score procedure for receiving course credit ([Attachments 2A-2D](#)).
  - b. Faculty Senate requests further committee input concerning [Attachment 4](#).

**TABLE A****UCPC****Undergraduate Courses**

February 24, 2006

COLL	DEPARTMENT NAME	DEPT	CRSE ALPHA	CRSE NUM	CRSE TITLE	CREDIT LEVEL	ACTION	CREDIT HOURS	EFFECTIVE DATE
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AFLS	Department of AFLS Dean	AFLD	AFLS	4431H	Honors: Exploring Ethics	U	ANC	1	Fall 2006
EDUG	Health Science, Kinesiology, Recreation & Dance	HKRD	HLSC	2653	Introduction to Community Health	U	ELC	3	Fall 2006
ENGR	Computer Science & Computer Engineering	CSCE	CENG	490V	Special Problems	D to U	CEGUC	variable	Fall 2006

**TABLE B****UCPC****Law Courses**

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COLL	DEPARTMENT NAME	DEPT	CRSE ALPHA	CRSE NUM	CRSE TITLE	CREDIT LEVEL	ACTION	CREDIT HOURS	EFFECTIVE DATE
LAW	Department of Law	LAWD	LAWW	7072	Advanced Mediation Clinic	L	ANC	2	Fall 2006

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EDUC	Rehabilitation, Human Resources & Communication Disorders	RHAB	ADED to WDED	5223 to 5233	Teaching Disadvantaged Adults	G	CD, CHN, OTH	3	Fall 2006
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EDUC	Rehabilitation, Human Resources & Communication Disorders	RHAB	VAED to WDED	6203 to 5573	Instructional Materials in VOED and ADED to Instructional Materials	G	CD, CT, CHN, OTH	3	Fall 2006
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EDUC	Rehabilitation, Human Resources & Communication Disorders	RHAB	VAED to WDED	6423 to 5313	Foundations of HRD	G	CD, CHN, OTH	3	Fall 2006
EDUC	Rehabilitation, Human Resources & Communication Disorders	RHAB	VAED to WDED	6433 to 5343	Facilitating Learning in the Workplace	G	CD, CHN, OTH	3	Fall 2006
EDUC	Rehabilitation, Human Resources & Communication Disorders	RHAB	VAED to WDED	6463 to 5323	Training Needs Assessment to Organization Analysis	G	CD, CT, CHN, OTH	3	Fall 2006
EDUC	Rehabilitation, Human Resources & Communication Disorders	RHAB	VAED to WDED	6503 to 5543	Computer Technology in VAED to Computer Technology	G	CD, CT, CHN, OTH	3	Fall 2006

EDUC	Rehabilitation, Human Resources & Communication Disorders	RHAB	WDED	5553	Career Development in the Workplace	G	ANC	3	Fall 2006
EDUC	Rehabilitation, Human Resources & Communication Disorders	RHAB	WDED	5563	Introduction to Distance Learning	G	ANC	3	Fall 2006
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GRAD	Department of Graduate Dean	GRSD	GRSD	5003	Teaching in Higher Education	G	ANC	3	Fall 2006
GRAD	Department of Graduate Dean	GRSD	GRSD	5013	Practicum for Future Faculty	G	ANC	3	Fall 2006
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**TABLE D****UCPC****Dual Courses**

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**University Course and Programs Committee**  
**24-Feb-06**

**TABLE ONE**

**Dale Bumpers College of Agricultural, Food, and Life Sciences**

**Tabled Motion From January 27, 2006**

School of Human Environmental Sciences

FHNHBS - Food, Human Nutrition & Hospitality - Hospitality and Restaurant Management  
Concentration - Attachment 1A

Eight courses are being added to the program plan requirements and eight courses are being removed from the program requirements as specified in Section V of the attachment.

**New Program Proposals**

Department of Agricultural and Extension Education

EXIE-M - Minor in Extension and Industry Education - Attachment 1B

Eliminate Minor in Extension and Industry as specified in Section IV and V of the attachment.

AECTBS - Area of concentration in Extension and Industry Education (EXIE) - Attachment 1C

Eliminate the area of concentration in Extension and Industry Education (EXIE) as specified in Section IV and V of the attachment.

Department of Agricultural Economics and Agribusiness

AGBS-M - Minor in Agribusiness - Attachment 1D

Change course requirements for the Minor in Agribusiness as specified in Section V of the attachment.

**TABLE TWO**

**J. William Fulbright College of Arts and Sciences**

Department of Physics

PHYSBA - Utilization of AP Test score for receiving course credit - Attachment 2A  
as specified in Section V of the attachment

PHYSBS - Utilization of AP Test score for receiving course credit - Attachment 2B  
as specified in Section V of the attachment

Department of Physics (Continued)

PHYSHA - Utilization of AP Test score for receiving course credit - Attachment 2C  
as specified in Section V of the attachment

PHYSHS - Utilization of AP Test score for receiving course credit - Attachment 2D  
as specified in Section V of the attachment

**TABLE THREE**

**Sam M. Walton College of Business**

Minor for Non-Business Majors

ISYS-M - Non-Business Minor in Information Systems - Attachment 3A  
Re-establish a concentration: "Information Systems" under the heading of "Business Administration Minors for Non-Business Students" as specified in Section V of the attachment.

General Business Major in the BSBA Degree

**ATTACHMENT 1A  
ADD, CHANGE OR DELETE PROGRAM OR UNIT**

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

**SECTION I: Approvals**

<hr/> Department / Program Chair	<hr/> Date Submitted	<hr/> Faculty Senate Chair	<hr/> Date
<hr/> College Dean	<hr/> Date	<hr/> Provost	<hr/> Date
<hr/> Undergraduate Program Committee Chair	<hr/> Date	<hr/> Board of Trustees Approval Date	
<hr/> Graduate Council Chair	<hr/> Date	<hr/> Arkansas Higher Education Coordinating Board Approval Date	

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

Academic Unit:       Major/Field of Study       Minor       Other Unit **Hospitality and Restaurant Management Concentration**

Level:                       Undergraduate       Graduate       Law      Effective Catalog Year \_\_\_\_\_

Current Name              **Food, Human Nutrition & Hospitality**

College, School, Division **AFLS**                      Department Code **HESC**

Current Code (6 digit Alpha) **FHNHBS**                      Proposed Code (6 digit Alpha) \_\_\_\_\_  
Prior approval from the Office of the Registrar is required.

Interdisciplinary Program                      CIP Code **19.0501**  
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.

**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.arknet.edu.aadept.html>>.

**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**

**Insert here a statement of the exact changes to be made: The HRMN program is being expanded to include subject matter relating to Hotel/Lodging, Restaurant Management and Tourism Management.**

**Expansion of the program will include adding the following courses:**

- HESC 3613 Resort Management**
- HESC 4643 Meetings and Convention Management – undergraduate level**
- HESC 4653 Global Travel and Tourism Management – undergraduate level**

**The following courses will be removed from the program plan as required courses:**

**MGMT 3743 Human Resources Mgmt.**  
**WCOB 1023 Business Foundations**  
**WCOB 1033 Data Analysis**  
**WCOB 2013 Markets and Consumers**  
**WCOB 2033 Human Resources**  
**WCOB 2043 Financial Resources**  
**MATH 2053 Finite Math**  
**HESC 4303 Professional Development**

**The following courses will be added to the program plan requirements:**

**AGEC 2143 Agribusiness Fin. Records**  
**HESC 2633 Intro Hotel Operations**  
**HESC 3633 Front Office**  
**HESC 4633 Adv. Hotel Operations**  
**HESC 4643 Meetings and Conventions**  
**HESC 3613 Resort Management**  
**HESC 4653 Global Travel & Tourism Management**  
**AGEC 3303 Food and Agri Marketing**

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.)

**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 HRMN program is being expanded from Hotel/Lodging and Restaurant Management to Hotel/Lodging, Restaurant Management and Tourism Management. New courses have been developed and added to the curriculum. These curriculum changes have been adapted to strengthen the students breadth of knowledge and to meet industry standards.**

**HESC 4303 is no longer needed for accreditation purposes and course content is covered in other courses.**

**SECTION VII: Catalog Text and Format**

*Insert the current catalog text and the proposed catalog text. Be sure that the proposed text includes all the elements listed below in order. Do not include university requirements or college requirements. Do not substitute a sample schedule for an explicit statement of requirements. Use standard terms and vocabulary (see Academic Policy 1621.10).*

**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.

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.

### OLD COPY

#### FOOD, HUMAN NUTRITION, AND HOSPITALITY (FHNH)

Janet M. Noble

Area Coordinator

215 Home Economics Bldg.

479-575-4700

The curriculum in food, human nutrition, and hospitality allows students to prepare for a career in a specialized area of foods and nutrition by completing a common set of basic courses and one of the concentrations:

A: dietetics (DIET)

B: general foods and nutrition (GFNU), and

C: hospitality and restaurant management (HRMN).

Interest and aptitude for the biological and physical sciences that support nutrition science are needed to complete concentrations A and B successfully. Concentration C is the best choice for those students who have an interest in management and who enjoy working with people.

Concentration A: Dietetics (DIET): This concentration is for the student who intends to become a registered dietitian (RD).

Courses required include those necessary as prerequisites to a dietetic internship.

An internship is required for eligibility to take the national registration examination and for eligibility for licensure. Students who complete the program with a minimum grade-point average of 3.0 may

apply for an internship. Upon licensure, students practice as registered dietitians in the health care field or as consulting dietitians in private practice, sports nutrition, or in wellness and health maintenance centers.

Students with lower GPAs may apply for supervised practice programs leading to the dietetic technician registered (DTR) certification.

Concentration B: General Foods and Nutrition (GFNU): Students taking this concentration are encouraged to select an approved minor from the Bumpers, Walton, or Fulbright colleges or plan other combinations of courses to prepare for non-traditional vocations including work in community or government sponsored programs, wellness and health maintenance centers, public relations in the food industry, TV/media outlets for food and nutrition information, and international food or nutritional programs.

Concentration C: Hospitality and Restaurant Management (HRMN): Students in the hospitality and restaurant management concentration prepare themselves for managerial positions in the restaurant and hospitality industry. This dynamic curriculum provides students with skills in foods and business, as well as hospitality and restaurant management. Students have the opportunity to manage and operate a restaurant on campus. Students obtain hands-on experience by completing 1,000 hours of satisfactory, verifiable work experience in the hospitality and restaurant industry, usually completed during the summer and on part-time jobs during the school year. This noncredit work experience must be completed prior to graduation. A management internship, which allows students to acquire practical management experience and specialized knowledge from supervised work in a hotel, restaurant, or other hospitality-related business, is also part of this degree. Students in this program can complete a minor in business.

Requirements for a B.S.H.E.S. degree with a major in Food, Human Nutrition and Hospitality:

(See page 40 for University Core and page 64 for B.S.H.E.S. requirements.)

35 hours of University Core requirements to include:

HESC 2413

PSYC 2003

Concentration A (DIET) and B (GFNU) to include:

CHEM 1103/1101L

CHEM 1123/1121L

**MATH 1203 or MATH 1213**

**Concentration C (HRMN) to include:**

**CHEM 1074/1071L or**

**CHEM 1103/1101L and CHEM 1123/1121L**

**BIOL 1543/1541L**

**University Advanced Composition Requirement:**

**ENGL 2003 (exemption possible)**

**College Requirement:**

**COMM 1313**

**Electives: 9-24 hours**

**(Highly recommended for Concentration B: EXED 3023;**

**for Concentration C: foreign language and HLSC 3633.)**

**School Requirements (68 - 81 hours):**

**2 hours PEAC or DEAC**

**HESC 1501 Orientation to HESC**

**HESC 1213 Nutrition in Health**

**HESC 2112/2111L Foods I/Lab**

**HESC 3604 Food Prep for Hospitality Industry**

**HESC 3653 Food Systems Mgmt.**

**HESC 4103 Experimental Foods**

**HESC 4303 Professional Development in HESC**

**Requirements for both Concentrations A and B:**

**ENGL 3053 or JOUR 3123 or AGED 3142/3141L**

**BIOL 2013/2011L**

**CHEM 2613/2611L and CHEM 3813**

**WCOB 1120**

**BIOL 2213/2211L and BIOL 2443/2441L or**

**BIOL 1543/1541L and ANSC 3032 and ANSC 3042**

**HESC 3204 Nutrition for Health Professionals and Educators**

**HESC 3213 Dietetic and Nutrition Practice**

**HESC 4213 Advanced Nutrition**

**HESC 4223 Nutrition/Life Cycle**

**HESC 4243 Community Nutrition**

**HESC 425V (1 hr) Seminar**

**Additional Requirements for Concentration A: (DIET)**

**HESC 1201 Intro. to Diet and Nutrition**

**AGST 4023 Principles of Experimentation**

**HESC 4264/4260L Medical Nutrition Therapy I/Lab**

**HESC 4273 Medical Nutrition Therapy II**

**HESC 4613 Food Service Purchasing**

**HESC 4623 Selection and Layout of Food Service Equipment**

**Additional Requirements for Concentration B: (GFNU)**

**HESC 1201 Intro. to Diet and Nutrition and/or**

**HESC 1603 Intro. to Hospitality**

**HESC 2203 Nutrition for Exercise and Sport**

**Requirements for Concentration C: (HRMN)**

**HESC 1601 Work Experience Practicum**

**HESC 1603 Intro. to Hospitality**

**AGED 3142/3141L Agri. Communications/Lab**

**ECON 2143 Basic Economics - Theory And Practice**

**MATH 2053 Finite Math**

(Math 1203, prerequisite for MATH 2053, required for hospitality and restaurant management students who do not have the required math proficiency.)

MGMT 3743 Human Resources Mgmt.

FDSC 2503 Food Safety/Sanitation

HESC 2120L Catering Management Laboratory

HESC 2123 Catering Management

HESC 2623 Legal Issues in the Hospitality Industry

HESC 4613 Food Service Purchasing

HESC 4623 Selection and Layout of Food Service Equipment

HESC 4693 Hospitality Internship

WCOB 1023 Business Foundations

WCOB 1033 Data Analysis

WCOB 1120 Computer Competency Requirement

WCOB 2013 Markets and Consumers

WCOB 2033 Human Resources

WCOB 2043 Financial Resources

Requirements for a minor in General Foods and Nutrition

(GFNU-M): 18-19 hrs

HESC 1213, HESC 2112/2111L, HESC 3204, and HESC 4213.

Select 5-6 hours from HESC 2203, HESC 4223, HESC 4243, and

HESC 425V (may be repeated once for 2 hours total credit.)

## NEW COPY

### FOOD, HUMAN NUTRITION, AND HOSPITALITY (FHNH)

Janet M. Noble

Area Coordinator

215 Home Economics Bldg.

479-575-4700

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Students with lower GPAs may apply for supervised practice programs leading to the dietetic technician registered (DTR) certification.



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Requirements for a B.S.H.E.S. degree with a major in Food, Human Nutrition and Hospitality:  
(See page 40 for University Core and page 64 for B.S.H.E.S. requirements.)

35 hours of University Core requirements to include:

HESC 2413

PSYC 2003

Concentration A (DIET) to include:

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CHEM 1103/1101L and CHEM 1123/1121L

MATH 1203 or MATH 1213

Concentration B (GFNU) to include:

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MATH 1203 or MATH 1213

Concentration C (HRMN) to include:

CHEM 1074/1071L or

CHEM 1103/1101L and CHEM 1123/1121L

BIOL 1543/1541L

University Advanced Composition Requirement:

ENGL 2003 (exemption possible)

College Requirement:

COMM 1313

Electives: 15-30 hours

(Highly recommended for Concentration B: EXED 3023;

for Concentration C: foreign language and HLSC 3633.)

School Requirements (65 - 78 hours):

2 hours PEAC or DEAC

HESC 1501 Orientation to HESC

HESC 1213 Nutrition in Health

HESC 2112/2111L Foods I/Lab

HESC 3604 Food Prep for Hospitality Industry

HESC 3653 Food Systems Mgmt.

HESC 4103 Experimental Foods

Requirements for both Concentrations A and B:

ENGL 3053 or JOUR 3123 or AGED 3142/3141L

BIOL 2013/2011L

CHEM 2613/2611L and CHEM 3813

BIOL 2213/2211L and BIOL 2443/2441L or

BIOL 1543/1541L and ANSC 3032 and ANSC 3042

HESC 3203 Nutrition for Health Professionals and Educators

HESC 3213 Dietetic and Nutrition Practice  
HESC 4213 Advanced Nutrition  
HESC 4223 Nutrition/Life Cycle  
HESC 4243 Community Nutrition  
HESC 425V (1 hr) Seminar

Additional Requirements for Concentration A: (DIET)

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AGST 4023 Principles of Experimentation  
HESC 4264/4260L Medical Nutrition Therapy I/Lab  
HESC 4273 Medical Nutrition Therapy II  
HESC 4613 Food Service Purchasing  
HESC 4623 Selection and Layout of Food Service Equipment

Additional Requirements for Concentration B: (GFNU)

HESC 1201 Intro. to Diet and Nutrition and/or  
HESC 1603 Intro. to Hospitality  
HESC 2203 Nutrition for Exercise and Sport

Requirements for Concentration C: (HRMN)

HESC 1601 Work Experience Practicum  
HESC 1603 Intro. to Hospitality  
AGED 3142/3141L Agri. Communications/Lab  
ECON 2143 Basic Economics - Theory And Practice  
MATH 1203 College Algebra  
(Math 1203, prerequisite for MATH 2053, required for hospitality and restaurant management students who do not have the required math proficiency.)  
AGEC 2143 Agribusiness Financial Records  
FDSC 2503 Food Safety/Sanitation  
HESC 2120L Catering Management Laboratory  
HESC 2123 Catering Management  
HESC 2623 Legal Issues in the Hospitality Industry  
HESC 4613 Food Service Purchasing  
HESC 4623 Selection and Layout of Food Service Equipment  
HESC 4693 Hospitality Internship  
HESC 2633 Intro Hotel Operations  
WCOB 1120 Computer Competency Requirement  
HESC 3633 Front Office  
HESC 4633 Adv. Hotel Operations  
HESC 4643 Meeting & Conventions  
HESC 3613 Resort Management  
HESC 4653 Global Travel & Tourism Mgmt.  
AGEC 3303 Food & Agri Marketing

Requirements for a minor in General Foods and Nutrition

(GFNU-M): 18-19 hrs  
HESC 1213, HESC 2112/2111L, HESC 3204, and HESC 4213.  
Select 5-6 hours from HESC 2203, HESC 4223, HESC 4243, and  
HESC 425V (may be repeated once for 2 hours total credit.)

**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  
(7) Treasurer

(2) Department  
(8) Undergraduate Program Committee

(3) Admissions

(4) Institutional Research

(5) Continuing Education  
Initials \_\_\_\_\_ Date \_\_\_\_\_

(6) Graduate School

**University Course and Programs Committee**  
**24-Feb-06**

**TABLE ONE**

**Dale Bumpers College of Agricultural, Food, and Life Sciences**

**Tabled Motion From January 27, 2006**

School of Human Environmental Sciences

FHNHBS - Food, Human Nutrition & Hospitality - Hospitality and Restaurant Management  
Concentration - Attachment 1A

Eight courses are being added to the program plan requirements and eight courses are being removed from the program requirements as specified in Section V of the attachment.

**New Program Proposals**

Department of Agricultural and Extension Education

EXIE-M - Minor in Extension and Industry Education - Attachment 1B

Eliminate Minor in Extension and Industry as specified in Section IV and V of the attachment.

AECTBS - Area of concentration in Extension and Industry Education (EXIE) - Attachment 1C

Eliminate the area of concentration in Extension and Industry Education (EXIE) as specified in Section IV and V of the attachment.

Department of Agricultural Economics and Agribusiness

AGBS-M - Minor in Agribusiness - Attachment 1D

Change course requirements for the Minor in Agribusiness as specified in Section V of the attachment.

**TABLE TWO**

**J. William Fulbright College of Arts and Sciences**

Department of Physics

PHYSBA - Utilization of AP Test score for receiving course credit - Attachment 2A  
as specified in Section V of the attachment

PHYSBS - Utilization of AP Test score for receiving course credit - Attachment 2B  
as specified in Section V of the attachment

Department of Physics (Continued)

PHYSHA - Utilization of AP Test score for receiving course credit - Attachment 2C  
as specified in Section V of the attachment

PHYSHS - Utilization of AP Test score for receiving course credit - Attachment 2D  
as specified in Section V of the attachment

**TABLE THREE**

**Sam M. Walton College of Business**

Minor for Non-Business Majors

ISYS-M - Non-Business Minor in Information Systems - Attachment 3A  
Re-establish a concentration: "Information Systems" under the heading of "Business Administration Minors for Non-Business Students" as specified in Section V of the attachment.

General Business Major in the BSBA Degree

**ATTACHMENT 1B**  
**ADD, CHANGE OR DELETE PROGRAM OR UNIT**

Complete this form consistent with the instructions in **Academic Policy 1622.20**. Use the form to add, change, or delete a program or unit. 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	Faculty Senate Chair	Date
College Dean	Date	Provost	Date
Undergraduate Program Committee Chair	Date	Board of Trustees Approval Date	
Graduate Council Chair	Date	Arkansas Higher Education Coordinating Board Approval Date	

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

Academic Unit:     Major/Field of Study     Minor     Other Unit \_\_\_\_\_

Level:     Undergraduate     Graduate     Law    Effective Catalog Year **2006-2007**

Current Name    **Extension and Industry Education**

College, School, Division **AFLS**    Department Code **AELD**

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

Interdisciplinary Program    CIP Code **13.1301**  
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.

**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.arknet.edu.aadept.html>>.

**SECTION IV: Eliminate an Existing Program/Unit**

Code/Name **EXIE-M**    Effective Catalog Year **2006-2007 - Minor in Extension & Industry Education (EXIE-M)**

No new students admitted to program after Term: Spring Year: 2006

Allow students in program to complete under this program until Term: Spring Year: 2010

**SECTION V: Proposed Changes to an Existing Program**

**Insert here a statement of the exact changes to be made: Eliminate Minor in Extension and Industry Education (EXIE-M)**

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.)

**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.)

**SECTION VII: Catalog Text and Format**

Insert the current catalog text and the proposed catalog text. Be sure that the proposed text includes all the elements listed below in order. Do not include university requirements or college requirements. Do not substitute a sample schedule for an explicit statement of requirements. Use standard terms and vocabulary (see Academic Policy 1621.10).

**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.
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- 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.

**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.**

**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 Initials \_\_\_\_\_ Date \_\_\_\_\_

**ATTACHMENT 1C**  
**ADD, CHANGE OR DELETE PROGRAM OR UNIT**

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

**SECTION I: Approvals**

<hr/> Department / Program Chair	<hr/> Date Submitted	<hr/> Faculty Senate Chair	<hr/> Date
<hr/> College Dean	<hr/> Date	<hr/> Provost	<hr/> Date
<hr/> Undergraduate Program Committee Chair	<hr/> Date	<hr/> Board of Trustees Approval Date	
<hr/> Graduate Council Chair	<hr/> Date	<hr/> Arkansas Higher Education Coordinating Board Approval Date	

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

Academic Unit:     Major/Field of Study     Minor     Other Unit Area of Concentration - Extension & Industry Education (EXIE)

Level:                 Undergraduate     Graduate     Law                Effective Catalog Year 2006-2007

Current Name                Agricultural and Extension Education

College, School, Division AFLS                                Department Code AELD

Current Code (6 digit Alpha) AECTBS                                Proposed Code (6 digit Alpha) \_\_\_\_\_  
Prior approval from the Office of the Registrar is required.

Interdisciplinary Program                                CIP Code 13.1301  
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.

**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.arknet.edu.aadept.html>>.

**SECTION IV: Eliminate an Existing Program/Unit**

Code/Name EXIE                Effective Catalog Year 2006-2007 - Area of Concentration - Extension & Industry Education (EXIE)

No new students admitted to program after Term: Spring Year: 2006  
Allow students in program to complete under this program until Term: Spring Year: 2010

**SECTION V: Proposed Changes to an Existing Program**

Insert here a statement of the exact changes to be made: Eliminate Area of Concentration – Extension and Industry Education (EXIE)

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.)
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 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 |                |                            | Initials _____           | Date _____          |

**ATTACHMENT 1D  
ADD, CHANGE OR DELETE PROGRAM OR UNIT**

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

**SECTION I: Approvals**

<hr/> Department / Program Chair	<hr/> Date Submitted	<hr/> Faculty Senate Chair	<hr/> Date
<hr/> College Dean	<hr/> Date	<hr/> Provost	<hr/> Date
<hr/> Undergraduate Program Committee Chair	<hr/> Date	<hr/> Board of Trustees Approval Date	
<hr/> Graduate Council Chair	<hr/> Date	<hr/> Arkansas Higher Education Coordinating Board Approval Date	

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

Academic Unit:     Major/Field of Study     Minor     Other Unit \_\_\_\_\_

Level:               Undergraduate     Graduate     Law              Effective Catalog Year 2006-07

Current Name              Agricultural Economics and Agribusiness

College, School, Division AFLS                              Department Code AEAB

Current Code (6 digit Alpha) AGBS-M                              Proposed Code (6 digit Alpha) \_\_\_\_\_  
Prior approval from the Office of the Registrar is required.

Interdisciplinary Program                              CIP Code 01.0103  
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.

**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.arknet.edu.aadept.html>>.

**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**

Insert here a statement of the exact changes to be made: Add the following courses to the electives section of the agribusiness minor: AGEC 2143 Agribusiness Financial Records, AGEC 2403 Quantitative Tools for Agribusiness, AGEC 3313 Agribusiness Sales, AGEC 3523 Environmental and Natural Resources Law, MATH 2053 Finite Mathematics, and POSC 4213 Integrated Poultry Management Systems.

Delete the following courses from the electives section of the agribusiness minor: AGEC 4403 Advanced Farm Business Management, FINN 3043 Financial Management Theory/Practice, MKTG 4943 Organizational Staffing, ECON 3533 Labor Economics, ECON 4633 International Trade Policy, FINN 3043 Financial Management Theory/Practice, FINN 3623 Risk Management, ISYS 3603 Production and Operations Management, MGMT 3563 Management Concepts, MGMT 3933 Real Estate Principles, MGMT 4403 Total Quality Management, MGMT 4433 Small Enterprise Management, MKTG 3433

**Principles of Marketing, MKTG 3533 Promotional Strategy, MKTG 4033 Selling and Sales Management, MKTG 4553 Consumer Behavior, MKTG 4933 Retail Marketing Strategy, STAT 4003 and 4001L Statistical Methods, WCOB 1012 Legal Environment of Business, WCOB 1023 Business Foundations, and WCOB 1033 Data Analysis and Interpretation.**

**The required credit hours of electives (6) for the minor will remain the same, and the required total hours for the minor (18) will remain the same.**

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.)

#### **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 first four courses listed above which are being added to the list of electives (AGEC 2143, AGEC 2403, AGEC 3313, and AGEC 3523) are new courses which are being taught for the first time in the department in 2005-06. As such, they cover subject matter which is appropriate for the minor in agribusiness. MATH 2053 is being added as an elective because one of the new departmental courses (AGEC 2403) requires finite mathematics as a pre-requisite. POSC 4213 is being added because its subject matter is appropriate for the minor.**

**AGEC 4403 is being deleted from the list of electives for the minor because it is an inactive course. FINN 3043 and MKTG 4943 are being deleted from the list of electives because they are no longer listed in catalog of courses. All remaining courses to be deleted from the listing of electives is to simplify and streamline the catalog listing. These courses may continue to be selected as substitutes for listed electives for the minor, but this is already stated in the concluding paragraph of the catalog listing, making it unnecessary to list these courses individually.**

**The proposed changes will have no effect on other programs.**

#### **SECTION VII: Catalog Text and Format**

*Insert the current catalog text and the proposed catalog text. Be sure that the proposed text includes all the elements listed below in order. Do not include university requirements or college requirements. Do not substitute a sample schedule for an explicit statement of requirements. Use standard terms and vocabulary (see Academic Policy 1621.10).*

**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.

**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.**

Current catalogue text:

Agricultural Economics and Agribusiness

M. J. Cochran

Head of the Department

217 Agriculture Building

479-575-2256

- University Professor LaFerney
- Professors Cochran, Dixon, Goodwin, Redfern, Wailes
- Adjunct Professors Millager, Miller
- Associate Professors Ahrendsen, McKenzie, Parsch, Popp (J.), Popp (M.), Thomsen
- Assistant Professors Rainey, Watkins
- Adjunct Assistant Professors Bryant, Doekson, Robinson
- Adjunct Instructor Hipp

The agricultural business degree program provides education suited to career opportunities in farm management, agricultural business management, and agricultural marketing in both the domestic and international areas.

Managers of farms and agricultural businesses are continually required to make organizational and operational decisions. The basic skills and knowledge needed for making sound decisions are provided by the agricultural business curriculum. Students may elect to specialize in areas compatible with their personal objectives, depending upon the extent of accounting and business orientation desired.

Students educated in agricultural business are in demand for positions in agricultural industries, farm operation, marketing agencies, agricultural service organizations, state and federal agencies, and numerous other positions. For those who go on to graduate school, teaching and research positions are available with land grant colleges as well as with other institutions. Three concentrations are available to meet career objectives:

A. Agricultural Business Management and Marketing (ABMM)

B. Pre-Law, for students preparing to attend law school (PRLW)

C. Agricultural Economics, which emphasizes quantitative and analytical skills to prepare students for graduate school (AGEC).

Requirements for a B.S.A. degree with a major in Agricultural Business:

(See the Academic Regulations chapter for University Core and the main Agricultural, Food and Life Sciences page for B.S.A. requirements).

35 hours of University Core requirements to include the following:

PSYC 2003 or SOCI 2013 or RSOC 2603

AGEC 1103

AGEC 2103

University Advanced Composition Requirement:

ENGL 2003 (exemption possible)

College Requirements:

COMM 1313 and

3 hours communication elective selected from:

AGED 3142/3141L, COMM 2303, COMM 2373,

COMM 3303, COMM 3383, or ENGL 3053

General Electives – 20 hours

College Broadening Electives – 9 hours

Departmental Requirements (51hours)

Concentrations A, B and C:

Departmental Core (21 hours)

AGEC 2303 Intro. to Agribusiness

AGEC 3303 Food & Ag Marketing

AGEC 3403 Farm Business Mgmt.

AGEC 3503 Agricultural Law I

AGEC 4143 Agricultural Finance

AGEC 4613 Domestic & International Agricultural Policy

MATH 2053 Finite Math

Concentration A: Agricultural Management and Marketing

(30 hours):

AGEC 2143 Agribusiness Financial Records or

WCOB 1023 Business Foundations  
AGEC 3373 Futures & Options Markets  
AGEC 3313 Agribusiness Sales  
AGEC 3413 Principles of Environmental Economics  
AGEC 4113 Agricultural Prices and Forecasting or  
AGEC 4373 Advanced Price Risk Management  
AGEC 4303 Advanced Agricultural Marketing Management or  
AGEC 4313 Agribusiness Management  
AGEC 2403 Quantitative Tools for Agribusiness or  
WCOB 1033 Data Analysis and Interpretation  
9 hours of AGEC, WCOB, ECON, MATH or STAT  
Concentration B: Pre-Law (30 hours):  
AGEC 2143 Agribusiness Financial Records  
AGEC 2403 Quantitative Tools for Agribusiness or  
WCOB 1033 Data Analysis and Interpretation  
AGEC 3413 Principles of Environmental Economics  
AGEC 3523 Environmental & Natural Resource Law  
AGEC 4303 Advanced Agricultural Marketing Management or  
AGEC 4313 Agricultural Business Management  
15 hours (with courses from at least two areas)

1) Business Law

BLAW 3033 Commercial Law  
BLAW 3043 Law of Business Organization  
WCOB 1012 Legal Environment of Business

2) Communication

COMM 2303 Public Speaking  
COMM 2373 Intro to Debate  
COMM 3303 Small Group Discussion  
COMM 3383 Persuasion  
COMM 3353 Argumentation: Reason in Communication  
COMM 3443 Intro to Rhetorical Theory  
COMM 4113 Legal Communication

3) Philosophy

PHIL 2003 Intro to Philosophy  
PHIL 2103 Ethics  
PHIL 2203 Logic  
PHIL 3103 Ethics in Professions  
PHIL 4143 Philosophy of Law

4) Political Science

PLSC 3103 Public Admin  
PLSC 3153 Public Policy  
PLSC 4193 Admin Law  
PLSC 3243 Judicial Process  
PLSC 4253 Supreme Court and Constitution  
PLSC 4263 Supreme Court and Civil Rights

5) Agriculture

Any upper division AGEC courses

3/3 Program

Exceptional students in the Pre-Law concentration may enroll in the Law School in their fourth year provided that the following requirements have been met:

1. completed all University, college, and department core requirements for the pre-law concentration;
2. completed 12 hours in the specialization list for pre-law;
3. a cumulative grade-point average in all college or University course work of at least 3.50 without grade renewal;
4. an LSAT score of at least 159. A student may substitute law school course work for the remaining total hours required for the bachelor's degree in agricultural business.

It is a requirement of the Law School's accrediting standards that no student be admitted to Law School until they have completed at least three-fourths of the work necessary for the baccalaureate degree. The requirements embodied in the 3/3 program satisfy this requirement.

Concentration C: Agricultural Economics (30 hours):

AGEC 3373 Futures & Options Markets

AGEC 4313 AgBusiness Management or  
AGEC 4303 Advanced Ag Marketing Mgmt  
ECON 3033 Microeconomic Theory  
ECON 3133 Macroeconomic Theory  
MATH 2043 Survey of Calculus  
WCOB 1023 Business Foundations  
WCOB 1033 Data Analysis & Interpretation or  
STAT 4003/4001L Statistical Methods/Lab  
WCOB 2033 Acquiring & Managing Human Resources  
6 hours of electives from MATH, STAT or upper division electives from AGEC and courses offered by departments in the  
WCOB.

**Requirements for a minor in Agricultural Business (AGBS-M):**

**18 semester hours to include AGEC 1103 and AGEC 2303;**

**6 hours from AGEC 3303, AGEC 3373, AGEC 3403, AGEC 3413, or AGEC 4313; and**

**6 hours to be selected from the following:**

AGEC 2103    AGEC 3303    AGEC 3373

AGEC 3403    AGEC 3413    AGEC 3503

AGEC 4113    AGEC 4143    AGEC 4303

AGEC 4313    AGEC 4373    AGEC 4403

AGEC 4413    AGEC 4613    AGME 2903

ECON 3033    ECON 3133    ECON 3533

ECON 4633    FINN 3043    FINN 3623

ISYS 3603    MGMT 3563    MGMT 3933

MGMT 4403    MGMT 4433    MKTG 3433

MKTG 3533    MKTG 4033    MKTG 4553

MKTG 4933    MKTG 4943    STAT 4003/4001L

WCOB 1012    WCOB 1023    WCOB 1033

**Additional upper-division courses in the Sam M. Walton College of Business may be substituted with approval, provided prerequisites for those courses have been satisfied outside the minor. Students interested in postgraduate study in agricultural economics may obtain adjustments to these requirements to accommodate graduate admission requirements.**

**Proposed catalogue text:**

**Agricultural Economics and Agribusiness**

**M. J. Cochran**

**Head of the Department**

**217 Agriculture Building**

**479-575-2256**

- **University Professor LaFerney**
- **Professors Cochran, Dixon, Goodwin, Redfern, Wailes**
- **Adjunct Professors Millager, Miller**
- **Associate Professors Ahrendsen, McKenzie, Parsch, Popp (J.), Popp (M.), Thomsen**
- **Assistant Professors Rainey, Watkins**
- **Adjunct Assistant Professors Brvant, Doekson, Robinson**
- **Adjunct Instructor Hipp**

**The agricultural business degree program provides education suited to career opportunities in farm management, agricultural business management, and agricultural marketing in both the domestic and international areas.**

**Managers of farms and agricultural businesses are continually required to make organizational and operational decisions. The basic skills and knowledge needed for making sound decisions are provided by the agricultural business curriculum. Students may elect to specialize in areas compatible with their personal objectives, depending upon the extent of accounting and business orientation desired.**

**Students educated in agricultural business are in demand for positions in agricultural industries, farm operation, marketing agencies, agricultural service organizations, state and federal agencies, and numerous other positions. For those who go on to graduate school, teaching and research positions are available with land grant colleges as well as with other institutions. Three concentrations are available to meet career objectives:**

**A. Agricultural Business Management and Marketing (ABMM)**

**B. Pre-Law, for students preparing to attend law school (PRLW)**

**C. Agricultural Economics, which emphasizes quantitative and analytical skills to prepare students for graduate school (AGEC).**

**Requirements for a B.S.A. degree with a major in Agricultural Business:**

**(See the Academic Regulations chapter for University Core and the main Agricultural, Food and Life Sciences page for B.S.A. requirements).**

**35 hours of University Core requirements to include the following:**

**PSYC 2003 or SOCI 2013 or RSOC 2603**

**AGEC 1103**

**AGEC 2103**

**University Advanced Composition Requirement:**

**ENGL 2003 (exemption possible)**

**College Requirements:**

**COMM 1313 and**

**3 hours communication elective selected from:**

**AGED 3142/3141L, COMM 2303, COMM 2373,**

**COMM 3303, COMM 3383, or ENGL 3053**

**General Electives – 20 hours**

**College Broadening Electives – 9 hours**

**Departmental Requirements (51hours)**

**Concentrations A, B and C:**

**Departmental Core (21 hours)**

**AGEC 2303 Intro. to Agribusiness**

**AGEC 3303 Food & Ag Marketing**

**AGEC 3403 Farm Business Mgmt.**

**AGEC 3503 Agricultural Law I**

**AGEC 4143 Agricultural Finance**

**AGEC 4613 Domestic & International Agricultural Policy**

**MATH 2053 Finite Math**

**Concentration A: Agricultural Management and Marketing**

**(30 hours):**

**AGEC 2143 Agribusiness Financial Records or**

**WCOB 1023 Business Foundations**

**AGEC 3373 Futures & Options Markets**

**AGEC 3313 Agribusiness Sales**

**AGEC 3413 Principles of Environmental Economics**

**AGEC 4113 Agricultural Prices and Forecasting or**

**AGEC 4373 Advanced Price Risk Management**

**AGEC 4303 Advanced Agricultural Marketing Management or**

**AGEC 4313 Agribusiness Management**

**AGEC 2403 Quantitative Tools for Agribusiness or**

**WCOB 1033 Data Analysis and Interpretation**

**9 hours of AGECE, WCOB, ECON, MATH or STAT**

**Concentration B: Pre-Law (30 hours):**

**AGEC 2143 Agribusiness Financial Records**

**AGEC 2403 Quantitative Tools for Agribusiness or**

**WCOB 1033 Data Analysis and Interpretation**

**AGEC 3413 Principles of Environmental Economics**

**AGEC 3523 Environmental & Natural Resource Law**

**AGEC 4303 Advanced Agricultural Marketing Management or**

**AGEC 4313 Agricultural Business Management**

**15 hours (with courses from at least two areas)**

**1) Business Law**

**BLAW 3033 Commercial Law**

**BLAW 3043 Law of Business Organization**

**WCOB 1012 Legal Environment of Business**

**2) Communication**

**COMM 2303 Public Speaking**

**COMM 2373 Intro to Debate**

**COMM 3303 Small Group Discussion**

COMM 3383 Persuasion

COMM 3353 Argumentation: Reason in Communication

COMM 3443 Intro to Rhetorical Theory

COMM 4113 Legal Communication

3) Philosophy

PHIL 2003 Intro to Philosophy

PHIL 2103 Ethics

PHIL 2203 Logic

PHIL 3103 Ethics in Professions

PHIL 4143 Philosophy of Law

4) Political Science

PLSC 3103 Public Admin

PLSC 3153 Public Policy

PLSC 4193 Admin Law

PLSC 3243 Judicial Process

PLSC 4253 Supreme Court and Constitution

PLSC 4263 Supreme Court and Civil Rights

5) Agriculture

Any upper division AGEC courses

3/3 Program

Exceptional students in the Pre-Law concentration may enroll in the Law School in their fourth year provided that the following requirements have been met:

1. completed all University, college, and department core requirements for the pre-law concentration;

2. completed 12 hours in the specialization list for pre-law;

3. a cumulative grade-point average in all college or University course work of at least 3.50 without grade renewal;

4. an LSAT score of at least 159. A student may substitute law school course work for the remaining total hours required for the bachelor's degree in agricultural business.

It is a requirement of the Law School's accrediting standards that no student be admitted to Law School until they have completed at least three-fourths of the work necessary for the baccalaureate degree. The requirements embodied in the 3/3 program satisfy this requirement.

Concentration C: Agricultural Economics (30 hours):

AGEC 3373 Futures & Options Markets

AGEC 4313 AgBusiness Management or

AGEC 4303 Advanced Ag Marketing Mgmt

ECON 3033 Microeconomic Theory

ECON 3133 Macroeconomic Theory

MATH 2043 Survey of Calculus

WCOB 1023 Business Foundations

WCOB 1033 Data Analysis & Interpretation or

STAT 4003/4001L Statistical Methods/Lab

WCOB 2033 Acquiring & Managing Human Resources

6 hours of electives from MATH, STAT or upper division electives from AGEC and courses offered by departments in the WCOB.

Requirements for a minor in Agricultural Business (AGBS-M):

18 semester hours to include AGEC 1103 and AGEC 2303;

6 hours from AGEC 3303, AGEC 3373, AGEC 3403, AGEC 3413, or AGEC 4313; and

6 hours to be selected from the following:

AGEC 2103    AGEC 2143    AGEC 2403

AGEC 3303    AGEC 3313    AGEC 3373

AGEC 3403    AGEC 3413    AGEC 3503

AGEC 3523    AGEC 4113    AGEC 4143

AGEC 4303    AGEC 4313    AGEC 4373

AGEC 4413    AGEC 4613    AGME 2903

ECON 3033    ECON 3133    MATH 2053

POSC 4213

AGEC 1103 and AGEC 2103 may be used to fulfill a Social Science requirement in the University Core. Additional upper-division courses in the Sam M. Walton College of Business may be substituted with approval, provided prerequisites for those



courses have been satisfied outside the minor. Students interested in postgraduate study in agricultural economics may obtain adjustments to these requirements to accommodate graduate admission requirements.

**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
- Initials \_\_\_\_\_ Date \_\_\_\_\_

**University Course and Programs Committee**  
**24-Feb-06**

**TABLE ONE**

**Dale Bumpers College of Agricultural, Food, and Life Sciences**

**Tabled Motion From January 27, 2006**

School of Human Environmental Sciences

FHNHBS - Food, Human Nutrition & Hospitality - Hospitality and Restaurant Management  
Concentration - Attachment 1A

Eight courses are being added to the program plan requirements and eight courses are being removed from the program requirements as specified in Section V of the attachment.

**New Program Proposals**

Department of Agricultural and Extension Education

EXIE-M - Minor in Extension and Industry Education - Attachment 1B

Eliminate Minor in Extension and Industry as specified in Section IV and V of the attachment.

AECTBS - Area of concentration in Extension and Industry Education (EXIE) - Attachment 1C

Eliminate the area of concentration in Extension and Industry Education (EXIE) as specified in Section IV and V of the attachment.

Department of Agricultural Economics and Agribusiness

AGBS-M - Minor in Agribusiness - Attachment 1D

Change course requirements for the Minor in Agribusiness as specified in Section V of the attachment.

**TABLE TWO**

**J. William Fulbright College of Arts and Sciences**

Department of Physics

PHYSBA - Utilization of AP Test score for receiving course credit - Attachment 2A  
as specified in Section V of the attachment

PHYSBS - Utilization of AP Test score for receiving course credit - Attachment 2B  
as specified in Section V of the attachment

Department of Physics (Continued)

PHYSHA - Utilization of AP Test score for receiving course credit - Attachment 2C  
as specified in Section V of the attachment

PHYSHS - Utilization of AP Test score for receiving course credit - Attachment 2D  
as specified in Section V of the attachment

**TABLE THREE**

**Sam M. Walton College of Business**

Minor for Non-Business Majors

ISYS-M - Non-Business Minor in Information Systems - Attachment 3A  
Re-establish a concentration: "Information Systems" under the heading of "Business Administration Minors for Non-Business Students" as specified in Section V of the attachment.

General Business Major in the BSBA Degree

**ATTACHMENT 3A  
ADD, CHANGE OR DELETE PROGRAM OR UNIT**

Complete this form consistent with the instructions in Academic Policy 1622.20. Use the form to add, change, or delete a program or unit. 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 _____	Faculty Senate Chair _____	Date _____
College Dean _____	Date _____	Provost _____	Date _____
Undergraduate Program Committee Chair _____	Date _____	Board of Trustees Approval Date _____	
Graduate Council Chair _____	Date _____	Arkansas Higher Education Coordinating Board Approval Date _____	

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

Academic Unit:     Major/Field of Study     Minor     Other Unit \_\_\_\_\_

Level:            X Undergraduate             Graduate             Law            Effective Catalog Year 2006-2007

Current Name        Business Administration Minors for Non-Business Majors - "Information Systems"

College, School, Division WCOB                      Department Code \_\_\_\_\_

Current Code (6 digit Alpha) ISYS-M                      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.

**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.arknet.edu.aadept.html>>.

**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**

Insert here a statement of the exact changes to be made: Re-establish a concentration: "Information Systems" under the heading of "Business Administration Minors for Non-Business Students"

- Concentration – Information Systems  
ISYS 3293 System Analysis and Design  
ISYS 3393 Business Applications and Visual Basic  
Plus an additional six hours from the following:  
WCOB 4213 ERP Fundamentals  
WCOB 4223 Configuration and Implementation  
One 3-Hour 4000 Level ISYS Class

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.)

#### **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.)*

**Re-establish a concentration: "Information Systems" under the heading of "Business Administration Minors for Non-Business Students" This concentration was in the catalog previously and was deleted by mistake. This is not a new concentration**

#### **SECTION VII: Catalog Text and Format**

*Insert the current catalog text and the proposed catalog text. Be sure that the proposed text includes all the elements listed below in order. Do not include university requirements or college requirements. Do not substitute a sample schedule for an explicit statement of requirements. Use standard terms and vocabulary (see Academic Policy 1621.10).*

**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.

**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.**

**The current catalog does not have this concentration.**

**THIS IS THE CURRENT CATALOG TEXT:**

**Business Administration Minors  
for Non-Business Students**

**To facilitate students outside Walton College in obtaining knowledge that will assist them in making sustained contributions to organizations and society in a global, diverse, and dynamic environment, Walton College offers a business minor. The minor requires completion of a minimum of 21 required hours of study (including equivalencies) with at least 50 percent of the courses applied toward the minor taken in residence. Each student must have a 2.00 cumulative grade-point average in the courses offered for the minor.**

**All students seeking a business minor are required to complete the Walton College computer competency requirement (WCOB 1120) and the following courses:**

**ECON 2143 Basic Economics Theory and Practice**

**WCOB 1023 Business Foundations**

1622.20A p/vcaa 10/1/00  
ISYS-M -ATTACHMENT 3A.doc

C:\program files\qualcomm\eudora\attach\UCPC FEBRUARY 2006 - ADD

WCOB 1033 Data Analysis and Interpretation or equivalent  
In addition, students must select and complete one of the following concentrations:

Concentration 1 – General Business

Select 12 hours from the following courses  
(at least 6 hours must be at the 3000 or 4000 level).

WCOB 1012 Legal Environment of Business

WCOB 2013 Markets and Consumers

WCOB 2023 Production and Delivery of Goods and Services

WCOB 2033 Acquiring and Managing Human Resources

WCOB 2043 Acquiring and Managing Financial Resources

Plus any other 3000- or 4000-level Walton College course

Concentration 2 – Accounting

ACCT 3013 Accounting View of Economic Events

ACCT 3613 Managerial Uses of Accounting Info

Plus an additional six hours selected from the following:

ACCT 3533 Accounting Technology

ACCT 3723 Financial Reporting and Analysis

ACCT 3843 Fundamentals of Taxation

Concentration 3 – Business Economics

ECON 4333 Economics of Organizations

Plus an additional nine hours of 3000- or 4000-level  
business economics courses.

Concentration 4 – Finance

WCOB 2043 Acquiring and Managing Financial Resources

Plus an additional nine hours of 3000-4000 level finance courses

Concentration 5 – International Business

Select 12 hours from the following:

ECON 3843 Economic Development, World Bank, and

Multilateral Finance

ECON 3853 Emerging Markets

ECON 3933 The Japanese Economic System

ECON 4633 International Trade

ECON 4643 International Macroeconomics and Finance

ECON 4653 Global Competition and Strategy

ECON 468V International Economics and Business Seminar

FINN 3703 International Finance

MGMT 4583 International Management

MKTG 4833 International Marketing

TLOG 4643 International Transportation and Logistics

Concentration 6 – Management

MGMT 4243 Ethics and Corporate Responsibility

Plus an additional nine hours of 3000- or 4000-level  
management courses (except WCOB 3016)

Concentration 7 – Marketing

MKTG 3433 Principles of Marketing

Plus an additional nine hours selected from the following:

MKTG 3533 Promotional Strategy

MKTG 4033 Selling and Sales Mgmt.

MKTG 4133 Marketing Research

MKTG 4553 Consumer Behavior

MKTG 4833 International Marketing

MKTG 4933 Retail Marketing Strategy

MKTG 4943 Retail Buying and Merchandise Control

TLOG 3613 Business Logistics

Concentration 8 – Transportation and Logistics

TLOG 3443 Principles of Transportation

TLOG 3613 Business Logistics

Plus an additional six hours selected from the following:

TLOG 3623 Purchasing and Inventory Systems

**TLOG 4633 Transportation Carrier Management**

**TLOG 4643 International Transportation and Logistics**

**TLOG 4653 Transportation and Logistics Strategy**

**In addition to the above course requirements, non-business, degree-seeking students working toward a minor should note the following:**

**1. Students who elect to obtain a business minor must provide written notice of their intent to the dean's office of the college in which they are receiving a degree. This notice and all requirements for the business minor must be completed prior to the awarding of the student's undergraduate degree.**

**2. Business minor students must complete all 1000- and 2000-level courses required for the business minor and be a junior- or senior-level student to enroll in 3000- or 4000-level business courses.**

**3. All specific course prerequisites must be met. Although business minor students are not required to satisfy the entire pre-business core, they must complete the required courses and any other prerequisite course specified prior to enrolling in a 3000/4000-level course.**

**4. ECON 2143 will substitute for ECON 2013/2023 for prerequisite purposes. In addition, students who take both ECON 2013 (Macroeconomics) and ECON 2023 (Microeconomics) will satisfy the economics requirements of the minor.**

**Sam M. Walton College of Business  
University of Arkansas, Fayetteville 153**

**5. Business minor students are ineligible to take WCOB 3016 Business Strategy and Planning.**

**6. Non-business students may substitute equivalent courses for the Walton College computer competency requirement. All equivalencies must be approved by the associate dean for academic affairs.**

**Proposed Catalog Text:**

**THIS IS THE CONCENTRATION TO BE ADDED BACK:**

**Business Administration Minors for Non-Business Students**

**To facilitate students outside Walton College in obtaining knowledge that will assist them in making sustained contributions to organizations and society in a global, diverse, and dynamic environment, Walton College offers a business minor. The minor requires completion of a minimum of 21 required hours of study (including equivalencies) with at least 50 percent of the courses applied toward the minor taken in residence. Each student must have a 2.00 cumulative grade-point average in the courses offered for the minor. All students seeking a business minor are required to complete the Walton College computer competency requirement (WCOB 1120) and the following courses:**

**ECON 2143 Basic Economics Theory and Practice**

**WCOB 1023 Business Foundations**

**WCOB 1033 Data Analysis and Interpretation or equivalent**

**In addition, students must select and complete one of the following concentrations:**

**Concentration 7 – Information Systems**

**ISYS 3293 System Analysis and Design**

**ISYS 3393 Business Applications and Visual Basic**

**Plus an additional six hours from the following:**

**WCOB 4213 ERP Fundamentals**

**WCOB 4223 Configuration and Implementation**

**One 3-hour 4000 level ISYS class**

**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  
(7) Treasurer

(2) Department  
(8) Undergraduate Program Committee

(3) Admissions

(4) Institutional Research

(5) Continuing Education  
Initials \_\_\_\_\_

Date \_\_\_\_\_

(6) Graduate School



**ATTACHMENT 3B  
ADD, CHANGE OR DELETE PROGRAM OR UNIT**

Complete this form consistent with the instructions in Academic Policy 1622.20. Use the form to add, change, or delete a program or unit. 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	_____ Faculty Senate Chair	_____ Date
_____ College Dean	_____ Date	_____ Provost	_____ Date
_____ Undergraduate Program Committee Chair	_____ Date	_____ Board of Trustees Approval Date	
_____ Graduate Council Chair	_____ Date	_____ Arkansas Higher Education Coordinating Board Approval Date	

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

Academic Unit:     Major/Field of Study     Minor     Other Unit **off-campus delivery of courses**

Level:             Undergraduate     Graduate     Law    Effective Catalog Year \_\_\_\_\_

Current Name        **general business major in the BSBA degree**

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

Current Code (6 digit Alpha) GBUSBS                          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.

**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.arknet.edu.aadept.html>>.

**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**

**Insert here a statement of the exact changes to be made: The post-associate degree courses necessary to complete the general business major in the BSBA degree will be taught at Northwest Arkansas Community College by University of Arkansas faculty members.**

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.)

IV.)

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

**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.)

**This program was developed as part of a cooperative agreement between the University of Arkansas and NWACC**

**SECTION VII: Catalog Text and Format**

Insert the current catalog text and the proposed catalog text. Be sure that the proposed text includes all the elements listed below in order. Do not include university requirements or college requirements. Do not substitute a sample schedule for an explicit statement of requirements. Use standard terms and vocabulary (see Academic Policy 1621.10).

**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.

**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.**

**There is no change in catalog text.**

**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 |                |                            | Initials _____           | Date _____          |

## LETTER OF NOTIFICATION – 12

### EXISTING CERTIFICATE or DEGREE PROGRAM OFFERED AT OFF-CAMPUS LOCATION

1. Institution submitting request: **University of Arkansas, Fayetteville**
2. Contact person/title: **Dr. Nancy Talburt, Associate Vice Chancellor for Academic Affairs**
3. Phone number/e-mail address: **479-575-2151; netal@uark.edu**

4. Name of existing program.

**Bachelor of Science in Business Administration**

**The post-associate degree courses necessary to complete the general business major**

5. Proposed effective date: **August 2006**

6. Proposed location of off-campus site.

**Northwest Arkansas Community College, Rogers, Arkansas**

7. Distance of proposed site from main campus.

**25 miles**

8. Reason for offering proposed program at off-campus site.

**The program was developed as part of a cooperative agreement between the University of Arkansas and Northwest Arkansas Community College**

9. Identify courses to be offered at the proposed site.

**The 64 semester hours of post-associate degree courses necessary to complete the general business major in the Bachelor of Science in Business Administration degree:**

**45 semester hours of upper division business courses**

**19 semester hours of arts and sciences electives**

10. Will students be able to complete all program requirements at this location?

**Yes**

11. Provide copy of Memorandum of Understanding.

**Attached**

12. Copy of notification to other institutions in the area of proposed program, and their responses.

Board of Trustees Approval Date:

Chief Academic Officer:

Date:

**Memorandum of Understanding**

**for**

**A Bachelor of Science in Business Administration Degree**

**with**

**A General Business Major**

**to be offered by**

**The University of Arkansas  
Sam M. Walton College of Business**

**at**

**Northwest Arkansas Community College**

**beginning**

**Fall 2006**

**MEMORANDUM OF UNDERSTANDING**  
**BETWEEN THE**  
**UNIVERSITY OF ARKANSAS**  
**AND**  
**NORTHWEST ARKANSAS COMMUNITY COLLEGE**

**1. Purpose**

The Northwest Arkansas Community College (NWACC) and the Sam M. Walton College of Business, University of Arkansas, Fayetteville, acting for and on behalf of the Board of Trustees, University of Arkansas, Fayetteville, agree to provide the junior and senior level courses needed to complete a Bachelor of Science in Business Administration with a major in General Business on the NWACC campus. Assuming that there are sufficient students enrolled to commence the program, the specifics of this agreement are outlined below.

**2. Program Design:**

- a. The Walton College of Business will offer the BSBA degree, General Business major only. This program was selected because it is the most broadly based major offered by Walton College, involving courses from all departments.
- b. Prospective students must be admitted to the University of Arkansas, Fayetteville.
  - i. In addition, students must be accepted into this degree completion program. This additional admission step will insure that students have completed the necessary program prerequisites described below.
- c. Program Prerequisites: Students will be required to have finished the Associate Degree in Business at NWACC or have a similar academic preparation. Students must have completed all the prerequisites to take upper division courses in the Walton College.
  - i. Students who have completed the Associates degree under the new NWACC business core that mimics the Walton College core will satisfy this requirement. Other students may need to take additional courses at NWACC before beginning the program.
- d. Since this is an off-campus program, students will register and pay through the Division of Continuing Education and pay tuition and fees appropriate for University of Arkansas off-campus students.
- e. Students who have satisfied the program prerequisites will need 64 credit hours to complete the B.S.B.A. --- 45 hours from Walton College and 19 hours from

Fulbright College. This requires 15 Walton College courses and 7 Fulbright College courses per cohort. These courses will be predetermined and it will not be possible to offer elective options.

- f. A cohort of students will begin the program each Fall semester.
  - i. Students will take two courses each Fall and Spring semester and one course in each six-week summer session. Each Fall and Spring course will be taught one week night per week for three hours. Summer courses will be taught two nights per week for three hours.
  - ii. With two courses offered each semester, a student can complete the degree in 11 semesters (Fall, Spring, and Summer). Students are expected to register for the 11 consecutive semesters.
  - iii. Students who fail to complete the courses in the expected sequence will be required to drop back to a cohort that started the program at a later date.
- g. The program design is focused on cohorts of students moving through the sequence of courses together. On-campus Walton College students will only be allowed to register for these courses in exceptional circumstances approved by the Walton College Associate Dean.
- h. The Walton College will determine the staffing of Walton College courses in the program. The Fulbright College will determine the staffing of the Fulbright College courses
- i. As a new cohort begins the program each Fall, starting in Fall 2006, the number of sections required to be taught will increase until a steady-state, pending agreement between Walton College and NWACC, is reached in Fall 2009 (see attached spreadsheet). Starting Fall 2009 eight Walton College course sections will be required each Fall semester, eight course sections (7 Walton; 1 Fulbright) each Spring semester, and 6 Fulbright College sections during the Summer. The attached course plan illustrates the implementation plan for the program, and proposed new cohorts will be reviewed/agreed upon annually by Walton College and NWACC.
- j. In addition to any rules and policies of Walton College of Business, students and faculty of Walton College of Business shall observe and comply with any applicable NWACC rules and policies for students, faculty and guests at NWACC's facilities.
- k. The term for this Agreement shall be for one (1) year commencing July 1, 2006, renewable for additional one-year terms up to a maximum of three (3) additional terms. Either party may terminate this Agreement by providing written notice to the other no later than twelve (12) months from the end of the original term or any

renewal term of this Agreement if it does not intend to renew the Agreement, otherwise the Agreement will be renewed automatically. Any cohort which has been initiated will be allowed to complete the degree program. It is the intent of the parties that there will be a continuous four (4) year relationship for the initial term and optional terms of this Agreement.

### **3. Responsibilities:**

#### **a. Northwest Arkansas Community College (NWACC)**

- i. Fall 2006, Spring 2007, and Summer 2007: Provide one classroom on either Monday and Wednesday evenings or Tuesday and Thursday evenings on dates that are consistent with the U of A academic calendar for the Fall 2006, Spring 2007, and Summer 2007 semesters.
- ii. Fall 2007, Spring 2008, and Summer 2008: Provide one classroom on Monday through Thursday evenings on dates that are consistent with the U of A academic calendar for the Fall 2007, Spring 2008, and Summer 2008 semesters.
- iii. NWACC commits to accommodating Walton College classroom needs from 2008 through 2010. The College is unable to make the specific commitments called for in iv, v and vi below at this time, pending classroom construction currently underway, and subsequent remodeling of classroom and other space in Burns Hall, which will follow expected opening of new student center plaza/classroom building in late spring 2007. NWACC will be happy to negotiate/designate these required classroom spaces at a later time and well in advance of Walton College need. Numbers iv, v and vi below illustrate the Walton College's likely space requirements for continuation of the program through 2008-2010, and beyond. In keeping with space availability at NWACC following the opening of new learning spaces, the Walton College's specific space requirements will be negotiated and agreed upon well in advance of actual need.

*The following (iv, v, and vi) are the projected classroom and scheduling needs for the Walton College's BSBA/General Business program to be offered at NWACC during 2008-2010 and beyond:*

- iv. *Fall 2008, Spring 2009, and Summer 2009: Provide one classroom on Monday through Thursday evenings and a second classroom on either Monday and Wednesday evenings or Tuesday and Thursday evenings on dates that are consistent with the U of A academic calendar for the Fall 2008, Spring 2009, and Summer 2009 semesters.*



- v. *Fall 2009, Spring 2010, and every Fall and Spring semester thereafter: Provide two classrooms on Monday through Thursday evenings on dates that are consistent with the U of A academic calendar*
- vi. *Summer 2010 and every summer semester thereafter: Provide one classroom on Monday through Thursday evenings and a second classroom on either Monday and Wednesday evenings or Tuesday and Thursday evenings on dates that are consistent with the U of A academic calendar.*
- vii. When there are options for which evenings classrooms will be available, the Walton College will consult with NWACC to determine the evenings that classrooms are needed and confirm classrooms with NWACC at the time that classes are being scheduled for the relevant semester.
- viii. Classrooms will be available from 5:30 p.m. through 9:30 p.m. Classes will typically be scheduled from 6:00 p.m. to 9:00 p.m.
- ix. The classrooms will be equipped with network access and be network ready for the necessary teaching technology.
- x. The Walton College will have access to the classrooms in sufficient time to install classroom technology upgrades that may be necessary for the classes in this program, depending on the respective technology's compatibility with and approval by NWACC's IT Department. Walton College's classroom technology upgrades on the NWACC's network and system must be coordinated through NWACC's IT Department to assure hardware, software and installation compatibility.
- xi. NWACC will provide office access for a half-time program coordinator employed by the Walton College. NWACC will arrange for the Walton College to share office space and furnishings already in place on the NWACC campus in Burns Hall for UA's College of Education, which uses the space/furnishings primarily during daytime hours thus leaving the space and furnishings available to Walton College personnel for mid-afternoon through evening operations. NWACC will provide telephone and computer network access. The office computer will be supplied by the Walton College. The monthly telephone charges will be paid by the Walton College.
- xii. The program coordinator and program faculty will have access to photocopying facilities typically available to NWACC faculty and staff until 10:00 p.m. on evenings that classes in this program are taught. The Walton College will pay photocopying charges.

- xiii. NWACC will provide a private classroom or office space for each faculty member to meet with students for one hour before and after each class session.
- xiv. NWACC will provide access to its library facilities and computer labs to students in this program. As technology upgrades, NWACC may negotiate swipe card access for Walton College students using NWACC library and other resources/facilities.
- xv. NWACC will cooperate with the Walton College efforts to publicize the program and recruit students.
- xvi. Walton College students may also be assessed an infrastructure fee (currently \$50 each fall and spring semester) to access IT resources and the new parking garage now nearing construction—as per the infrastructure fee which NWACC students began paying in August 2005. Walton College faculty will pay for hang-tags (currently \$5.00 annually) to use faculty-designated parking areas. Parking in non-designated areas will be at no cost to Walton College faculty.

**b. Walton College of Business**

- i. The Walton College will employ a half-time program coordinator to be housed in designated NWACC office space. This coordinator will be the first point of contact for issues related to the program.
- ii. In cooperation with NWACC, the Walton College will develop and implement a recruiting plan for the program
- iii. The Walton College will work with the U of A Office of Admissions on admissions decisions.
- iv. The Walton College will develop and implement an academic advising program for students in the program.
- v. The Walton College will work with the U of A Division of Continuing Education and coordinate with the Fulbright to schedule classes and register students.
- vi. The Walton College program coordinator will provide on-site support for faculty members teaching in the program.
- vii. The Walton College will manage the program budget and program payments to appropriate parties.

**c. Fulbright College of Arts and Sciences**

- i. The Fulbright College, in consultation with the Walton College, will schedule classes that satisfy the requirements of the Walton College curriculum according to the attached course plan.
- ii. The first class for each cohort will be ENGL 2003, Advanced Composition. This will allow for an assessment of the other courses needed by students in the cohort.

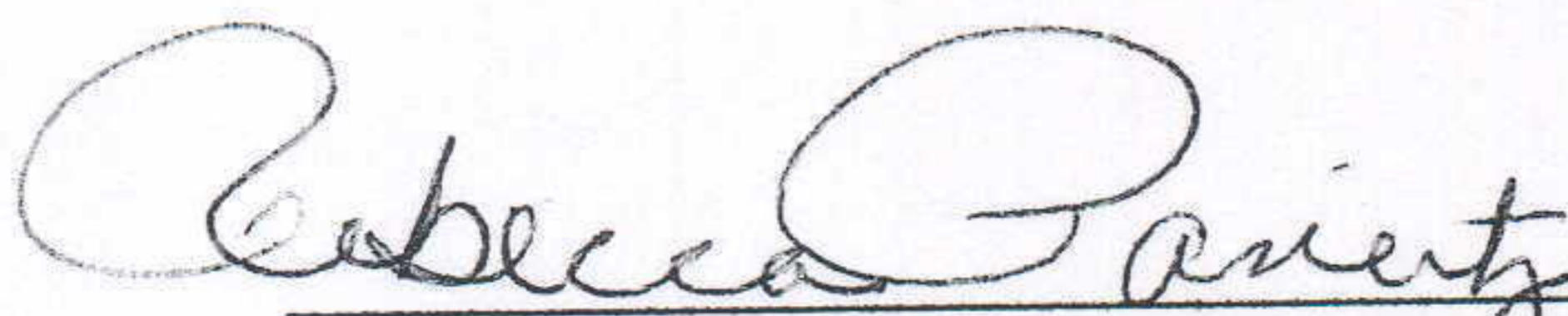
#### **4. Points Of Contact At Each Institution**

- i. Points of contact between the two institutions concerning programmatic issues will be Dr. William Curington, Associate Dean for Academic Affairs in the Sam M. Walton College of Business, University of Arkansas, Fayetteville and the Dean for Business and Computer Information at NWACC.
- ii. Communication concerning registration/enrollment issues will be handled by Ms. Julie Goldman, Program Coordinator, Department of Credit Studies, Division of Continuing Education, University of Arkansas, Fayetteville, and Dr. Karen Boston, Managing Director of Undergraduate Programs, Sam M. Walton College of Business, University of Arkansas, Fayetteville.
- iii. Advisement issues should be addressed to Dr. Karen Boston, Managing Director of Undergraduate Programs, Sam M. Walton College of Business, University of Arkansas, Fayetteville.

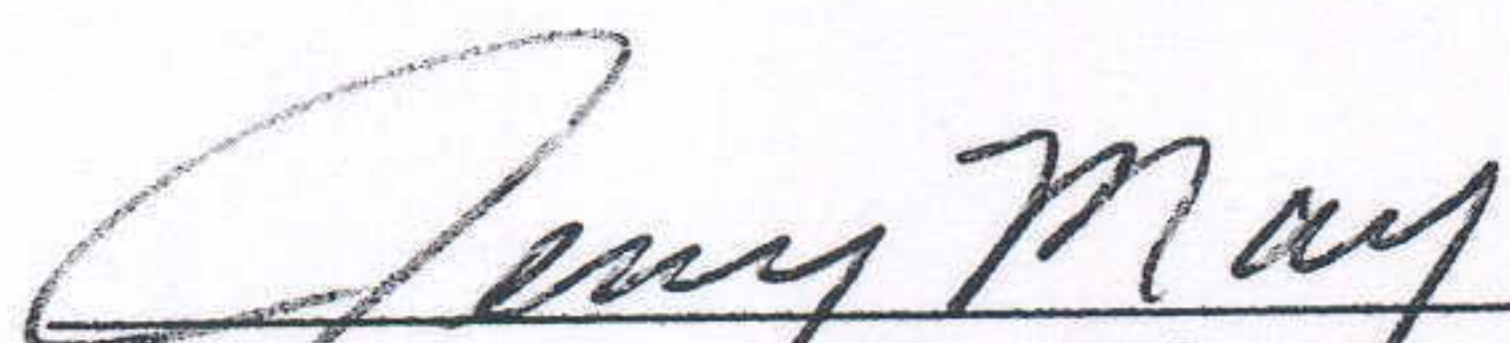
**SIGNATURES**

We agree to the above conditions and indicate by our signatures our commitment to a Bachelor of Science in Business Administration degree program through the cooperation of the University of Arkansas and Northwest Arkansas Community College.

**NORTHWEST ARKANSAS COMMUNITY COLLEGE**

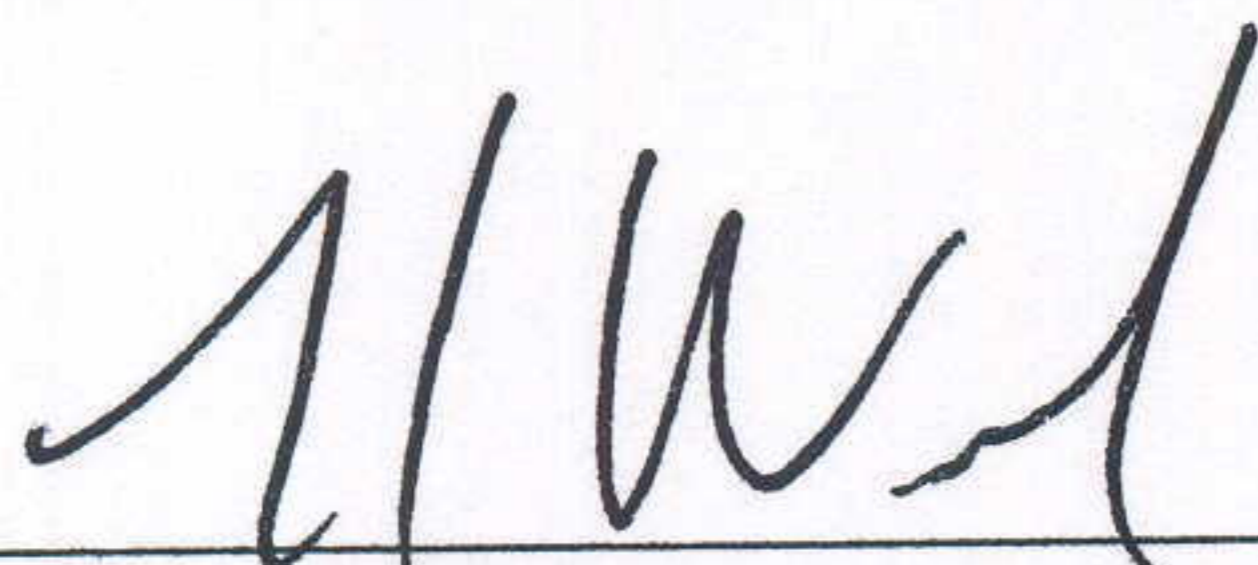
  
\_\_\_\_\_  
Rebecca Paneitz, President  
Northwest Arkansas Community College

1-24-06  
Date


  
\_\_\_\_\_  
Jerry May, Interim Vice President of Learning  
NorthWest Arkansas Community College

1/27/06  
Date

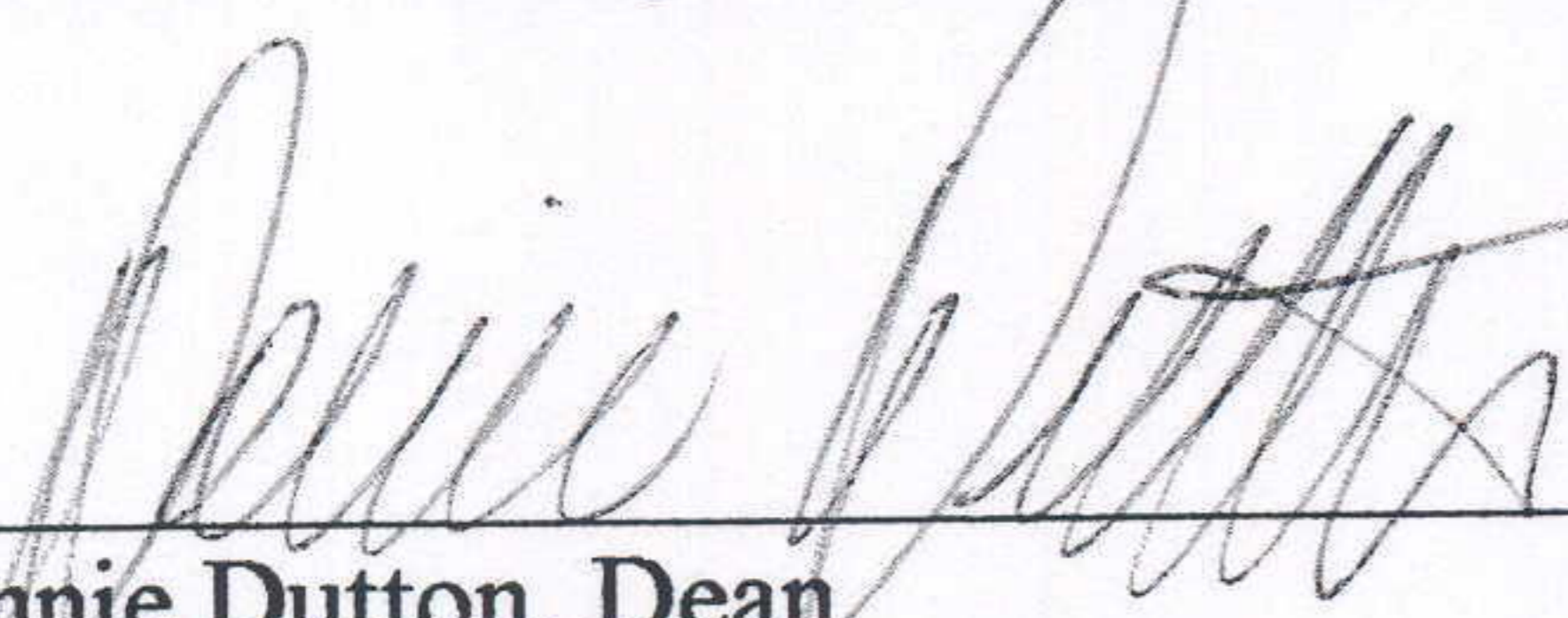
**UNIVERSITY OF ARKANSAS, FAYETTEVILLE**

  
\_\_\_\_\_  
Dan L. Worrell, Dean  
Sam M. Walton College of Business


2/8/06  
Date

  
\_\_\_\_\_  
Don Bobbitt, Dean  
William J. Fulbright College of Arts and Sciences

2/8/06  
Date

  
\_\_\_\_\_  
Donnie Dutton, Dean  
College of Continuing Education

2/8/06  
Date

  
\_\_\_\_\_  
John A. White, Chancellor  
University of Arkansas, Fayetteville

2/8/06  
Date

**ATTACHMENT 3A**  
**ADD, CHANGE OR DELETE PROGRAM OR UNIT**

Complete this form consistent with the instructions in Academic Policy 1622.20. Use the form to add, change, or delete a program or unit. 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	Faculty Senate Chair	Date
College Dean	Date	Provost	Date
Undergraduate Program Committee Chair	Date	Board of Trustees Approval Date	
Graduate Council Chair	Date	Arkansas Higher Education Coordinating Board Approval Date	

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

Academic Unit:     Major/Field of Study     Minor     Other Unit \_\_\_\_\_

Level:            X Undergraduate             Graduate             Law            Effective Catalog Year 2006-2007

Current Name        Business Administration Minors for Non-Business Majors - "Information Systems"

College, School, Division WCOB                                  Department Code \_\_\_\_\_

Current Code (6 digit Alpha) ISYS-M                                  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.

**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.arknet.edu.aadept.html>>.

**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**

Insert here a statement of the exact changes to be made: Re-establish a concentration: "Information Systems" under the heading of "Business Administration Minors for Non-Business Students"

Concentration – Information Systems  
ISYS 3293 System Analysis and Design  
ISYS 3393 Business Applications and Visual Basic  
Plus an additional six hours from the following:  
WCOB 4213 ERP Fundamentals  
WCOB 4223 Configuration and Implementation  
One 3-Hour 4000 Level ISYS Class

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.)

#### **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.)*

**Re-establish a concentration: "Information Systems" under the heading of "Business Administration Minors for Non-Business Students" This concentration was in the catalog previously and was deleted by mistake. This is not a new concentration**

#### **SECTION VII: Catalog Text and Format**

*Insert the current catalog text and the proposed catalog text. Be sure that the proposed text includes all the elements listed below in order. Do not include university requirements or college requirements. Do not substitute a sample schedule for an explicit statement of requirements. Use standard terms and vocabulary (see Academic Policy 1621.10).*

**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.

**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.**

**The current catalog does not have this concentration.**

**THIS IS THE CURRENT CATALOG TEXT:**

**Business Administration Minors  
for Non-Business Students**

**To facilitate students outside Walton College in obtaining knowledge that will assist them in making sustained contributions to organizations and society in a global, diverse, and dynamic environment, Walton College offers a business minor. The minor requires completion of a minimum of 21 required hours of study (including equivalencies) with at least 50 percent of the courses applied toward the minor taken in residence. Each student must have a 2.00 cumulative grade-point average in the courses offered for the minor.**

**All students seeking a business minor are required to complete the Walton College computer competency requirement (WCOB 1120) and the following courses:**

**ECON 2143 Basic Economics Theory and Practice**

**WCOB 1023 Business Foundations**

1622.20A p/vcaa 10/1/00  
ISYS-M -ATTACHMENT 3A.doc

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WCOB 1033 Data Analysis and Interpretation or equivalent  
In addition, students must select and complete one of the following concentrations:

Concentration 1 – General Business

Select 12 hours from the following courses  
(at least 6 hours must be at the 3000 or 4000 level).

WCOB 1012 Legal Environment of Business

WCOB 2013 Markets and Consumers

WCOB 2023 Production and Delivery of Goods and Services

WCOB 2033 Acquiring and Managing Human Resources

WCOB 2043 Acquiring and Managing Financial Resources

Plus any other 3000- or 4000-level Walton College course

Concentration 2 – Accounting

ACCT 3013 Accounting View of Economic Events

ACCT 3613 Managerial Uses of Accounting Info

Plus an additional six hours selected from the following:

ACCT 3533 Accounting Technology

ACCT 3723 Financial Reporting and Analysis

ACCT 3843 Fundamentals of Taxation

Concentration 3 – Business Economics

ECON 4333 Economics of Organizations

Plus an additional nine hours of 3000- or 4000-level  
business economics courses.

Concentration 4 – Finance

WCOB 2043 Acquiring and Managing Financial Resources

Plus an additional nine hours of 3000-4000 level finance courses

Concentration 5 – International Business

Select 12 hours from the following:

ECON 3843 Economic Development, World Bank, and

Multilateral Finance

ECON 3853 Emerging Markets

ECON 3933 The Japanese Economic System

ECON 4633 International Trade

ECON 4643 International Macroeconomics and Finance

ECON 4653 Global Competition and Strategy

ECON 468V International Economics and Business Seminar

FINN 3703 International Finance

MGMT 4583 International Management

MKTG 4833 International Marketing

TLOG 4643 International Transportation and Logistics

Concentration 6 – Management

MGMT 4243 Ethics and Corporate Responsibility

Plus an additional nine hours of 3000- or 4000-level  
management courses (except WCOB 3016)

Concentration 7 – Marketing

MKTG 3433 Principles of Marketing

Plus an additional nine hours selected from the following:

MKTG 3533 Promotional Strategy

MKTG 4033 Selling and Sales Mgmt.

MKTG 4133 Marketing Research

MKTG 4553 Consumer Behavior

MKTG 4833 International Marketing

MKTG 4933 Retail Marketing Strategy

MKTG 4943 Retail Buying and Merchandise Control

TLOG 3613 Business Logistics

Concentration 8 – Transportation and Logistics

TLOG 3443 Principles of Transportation

TLOG 3613 Business Logistics

Plus an additional six hours selected from the following:

TLOG 3623 Purchasing and Inventory Systems

**TLOG 4633 Transportation Carrier Management**

**TLOG 4643 International Transportation and Logistics**

**TLOG 4653 Transportation and Logistics Strategy**

**In addition to the above course requirements, non-business, degree-seeking students working toward a minor should note the following:**

**1. Students who elect to obtain a business minor must provide written notice of their intent to the dean's office of the college in which they are receiving a degree. This notice and all requirements for the business minor must be completed prior to the awarding of the student's undergraduate degree.**

**2. Business minor students must complete all 1000- and 2000-level courses required for the business minor and be a junior- or senior-level student to enroll in 3000- or 4000-level business courses.**

**3. All specific course prerequisites must be met. Although business minor students are not required to satisfy the entire pre-business core, they must complete the required courses and any other prerequisite course specified prior to enrolling in a 3000/4000-level course.**

**4. ECON 2143 will substitute for ECON 2013/2023 for prerequisite purposes. In addition, students who take both ECON 2013 (Macroeconomics) and ECON 2023 (Microeconomics) will satisfy the economics requirements of the minor.**

**Sam M. Walton College of Business  
University of Arkansas, Fayetteville 153**

**5. Business minor students are ineligible to take WCOB 3016 Business Strategy and Planning.**

**6. Non-business students may substitute equivalent courses for the Walton College computer competency requirement. All equivalencies must be approved by the associate dean for academic affairs.**

**Proposed Catalog Text:**

**THIS IS THE CONCENTRATION TO BE ADDED BACK:**

**Business Administration Minors for Non-Business Students**

**To facilitate students outside Walton College in obtaining knowledge that will assist them in making sustained contributions to organizations and society in a global, diverse, and dynamic environment, Walton College offers a business minor. The minor requires completion of a minimum of 21 required hours of study (including equivalencies) with at least 50 percent of the courses applied toward the minor taken in residence. Each student must have a 2.00 cumulative grade-point average in the courses offered for the minor. All students seeking a business minor are required to complete the Walton College computer competency requirement (WCOB 1120) and the following courses:**

**ECON 2143 Basic Economics Theory and Practice**

**WCOB 1023 Business Foundations**

**WCOB 1033 Data Analysis and Interpretation or equivalent**

**In addition, students must select and complete one of the following concentrations:**

**Concentration 7 – Information Systems**

**ISYS 3293 System Analysis and Design**

**ISYS 3393 Business Applications and Visual Basic**

**Plus an additional six hours from the following:**

**WCOB 4213 ERP Fundamentals**

**WCOB 4223 Configuration and Implementation**

**One 3-hour 4000 level ISYS class**

**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  
(7) Treasurer

(2) Department  
(8) Undergraduate Program Committee

(3) Admissions

(4) Institutional Research

(5) Continuing Education  
Initials \_\_\_\_\_

Date \_\_\_\_\_

(6) Graduate School

**ATTACHMENT 3B**  
**ADD, CHANGE OR DELETE PROGRAM OR UNIT**

Complete this form consistent with the instructions in Academic Policy 1622.20. Use the form to add, change, or delete a program or unit. 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	_____ Faculty Senate Chair	_____ Date
_____ College Dean	_____ Date	_____ Provost	_____ Date
_____ Undergraduate Program Committee Chair	_____ Date	_____ Board of Trustees Approval Date	
_____ Graduate Council Chair	_____ Date	_____ Arkansas Higher Education Coordinating Board Approval Date	

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

Academic Unit:     Major/Field of Study     Minor     Other Unit off-campus delivery of courses

Level:             Undergraduate     Graduate     Law    Effective Catalog Year \_\_\_\_\_

Current Name        general business major in the BSBA degree

College, School, Division WCOB                      Department Code various

Current Code (6 digit Alpha) GBUSBS                      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.

**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.arknet.edu.aadept.html>>.

**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**

**Insert here a statement of the exact changes to be made: The post-associate degree courses necessary to complete the general business major in the BSBA degree will be taught at Northwest Arkansas Community College by University of Arkansas faculty members.**

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.)

IV.)

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

**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.)

**This program was developed as part of a cooperative agreement between the University of Arkansas and NWACC**

**SECTION VII: Catalog Text and Format**

Insert the current catalog text and the proposed catalog text. Be sure that the proposed text includes all the elements listed below in order. Do not include university requirements or college requirements. Do not substitute a sample schedule for an explicit statement of requirements. Use standard terms and vocabulary (see Academic Policy 1621.10).

**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.

**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.**

**There is no change in catalog text.**

**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 |                |                            | Initials _____           | Date _____          |

## LETTER OF NOTIFICATION – 12

### EXISTING CERTIFICATE or DEGREE PROGRAM OFFERED AT OFF-CAMPUS LOCATION

1. Institution submitting request: **University of Arkansas, Fayetteville**
2. Contact person/title: **Dr. Nancy Talburt, Associate Vice Chancellor for Academic Affairs**

3. Phone number/e-mail address: **479-575-2151; netal@uark.edu**

4. Name of existing program.

**Bachelor of Science in Business Administration**

**The post-associate degree courses necessary to complete the general business major**

5. Proposed effective date: **August 2006**

6. Proposed location of off-campus site.

**Northwest Arkansas Community College, Rogers, Arkansas**

7. Distance of proposed site from main campus.

**25 miles**

8. Reason for offering proposed program at off-campus site.

**The program was developed as part of a cooperative agreement between the University of Arkansas and Northwest Arkansas Community College**

9. Identify courses to be offered at the proposed site.

**The 64 semester hours of post-associate degree courses necessary to complete the general business major in the Bachelor of Science in Business Administration degree:**

**45 semester hours of upper division business courses**

**19 semester hours of arts and sciences electives**

10. Will students be able to complete all program requirements at this location?

**Yes**

11. Provide copy of Memorandum of Understanding.

**Attached**

12. Copy of notification to other institutions in the area of proposed program, and their responses.

Board of Trustees Approval Date:

Chief Academic Officer:

Date:

**Memorandum of Understanding**

**for**

**A Bachelor of Science in Business Administration Degree**

**with**

**A General Business Major**

**to be offered by**

**The University of Arkansas  
Sam M. Walton College of Business**

**at**

**Northwest Arkansas Community College**

**beginning**

**Fall 2006**

**MEMORANDUM OF UNDERSTANDING**  
**BETWEEN THE**  
**UNIVERSITY OF ARKANSAS**  
**AND**  
**NORTHWEST ARKANSAS COMMUNITY COLLEGE**

**1. Purpose**

The Northwest Arkansas Community College (NWACC) and the Sam M. Walton College of Business, University of Arkansas, Fayetteville, acting for and on behalf of the Board of Trustees, University of Arkansas, Fayetteville, agree to provide the junior and senior level courses needed to complete a Bachelor of Science in Business Administration with a major in General Business on the NWACC campus. Assuming that there are sufficient students enrolled to commence the program, the specifics of this agreement are outlined below.

**2. Program Design:**

- a. The Walton College of Business will offer the BSBA degree, General Business major only. This program was selected because it is the most broadly based major offered by Walton College, involving courses from all departments.
- b. Prospective students must be admitted to the University of Arkansas, Fayetteville.
  - i. In addition, students must be accepted into this degree completion program. This additional admission step will insure that students have completed the necessary program prerequisites described below.
- c. Program Prerequisites: Students will be required to have finished the Associate Degree in Business at NWACC or have a similar academic preparation. Students must have completed all the prerequisites to take upper division courses in the Walton College.
  - i. Students who have completed the Associates degree under the new NWACC business core that mimics the Walton College core will satisfy this requirement. Other students may need to take additional courses at NWACC before beginning the program.
- d. Since this is an off-campus program, students will register and pay through the Division of Continuing Education and pay tuition and fees appropriate for University of Arkansas off-campus students.
- e. Students who have satisfied the program prerequisites will need 64 credit hours to complete the B.S.B.A. --- 45 hours from Walton College and 19 hours from

Fulbright College. This requires 15 Walton College courses and 7 Fulbright College courses per cohort. These courses will be predetermined and it will not be possible to offer elective options.

- f. A cohort of students will begin the program each Fall semester.
  - i. Students will take two courses each Fall and Spring semester and one course in each six-week summer session. Each Fall and Spring course will be taught one week night per week for three hours. Summer courses will be taught two nights per week for three hours.
  - ii. With two courses offered each semester, a student can complete the degree in 11 semesters (Fall, Spring, and Summer). Students are expected to register for the 11 consecutive semesters.
  - iii. Students who fail to complete the courses in the expected sequence will be required to drop back to a cohort that started the program at a later date.
- g. The program design is focused on cohorts of students moving through the sequence of courses together. On-campus Walton College students will only be allowed to register for these courses in exceptional circumstances approved by the Walton College Associate Dean.
- h. The Walton College will determine the staffing of Walton College courses in the program. The Fulbright College will determine the staffing of the Fulbright College courses
- i. As a new cohort begins the program each Fall, starting in Fall 2006, the number of sections required to be taught will increase until a steady-state, pending agreement between Walton College and NWACC, is reached in Fall 2009 (see attached spreadsheet). Starting Fall 2009 eight Walton College course sections will be required each Fall semester, eight course sections (7 Walton; 1 Fulbright) each Spring semester, and 6 Fulbright College sections during the Summer. The attached course plan illustrates the implementation plan for the program, and proposed new cohorts will be reviewed/agreed upon annually by Walton College and NWACC.
- j. In addition to any rules and policies of Walton College of Business, students and faculty of Walton College of Business shall observe and comply with any applicable NWACC rules and policies for students, faculty and guests at NWACC's facilities.
- k. The term for this Agreement shall be for one (1) year commencing July 1, 2006, renewable for additional one-year terms up to a maximum of three (3) additional terms. Either party may terminate this Agreement by providing written notice to the other no later than twelve (12) months from the end of the original term or any



renewal term of this Agreement if it does not intend to renew the Agreement, otherwise the Agreement will be renewed automatically. Any cohort which has been initiated will be allowed to complete the degree program. It is the intent of the parties that there will be a continuous four (4) year relationship for the initial term and optional terms of this Agreement.

### **3. Responsibilities:**

#### **a. Northwest Arkansas Community College (NWACC)**

- i. Fall 2006, Spring 2007, and Summer 2007: Provide one classroom on either Monday and Wednesday evenings or Tuesday and Thursday evenings on dates that are consistent with the U of A academic calendar for the Fall 2006, Spring 2007, and Summer 2007 semesters.
- ii. Fall 2007, Spring 2008, and Summer 2008: Provide one classroom on Monday through Thursday evenings on dates that are consistent with the U of A academic calendar for the Fall 2007, Spring 2008, and Summer 2008 semesters.
- iii. NWACC commits to accommodating Walton College classroom needs from 2008 through 2010. The College is unable to make the specific commitments called for in iv, v and vi below at this time, pending classroom construction currently underway, and subsequent remodeling of classroom and other space in Burns Hall, which will follow expected opening of new student center plaza/classroom building in late spring 2007. NWACC will be happy to negotiate/designate these required classroom spaces at a later time and well in advance of Walton College need. Numbers iv, v and vi below illustrate the Walton College's likely space requirements for continuation of the program through 2008-2010, and beyond. In keeping with space availability at NWACC following the opening of new learning spaces, the Walton College's specific space requirements will be negotiated and agreed upon well in advance of actual need.

*The following (iv, v, and vi) are the projected classroom and scheduling needs for the Walton College's BSBA/General Business program to be offered at NWACC during 2008-2010 and beyond:*

- iv. *Fall 2008, Spring 2009, and Summer 2009: Provide one classroom on Monday through Thursday evenings and a second classroom on either Monday and Wednesday evenings or Tuesday and Thursday evenings on dates that are consistent with the U of A academic calendar for the Fall 2008, Spring 2009, and Summer 2009 semesters.*

- v. *Fall 2009, Spring 2010, and every Fall and Spring semester thereafter: Provide two classrooms on Monday through Thursday evenings on dates that are consistent with the U of A academic calendar*
- vi. *Summer 2010 and every summer semester thereafter: Provide one classroom on Monday through Thursday evenings and a second classroom on either Monday and Wednesday evenings or Tuesday and Thursday evenings on dates that are consistent with the U of A academic calendar.*
- vii. When there are options for which evenings classrooms will be available, the Walton College will consult with NWACC to determine the evenings that classrooms are needed and confirm classrooms with NWACC at the time that classes are being scheduled for the relevant semester.
- viii. Classrooms will be available from 5:30 p.m. through 9:30 p.m. Classes will typically be scheduled from 6:00 p.m. to 9:00 p.m.
- ix. The classrooms will be equipped with network access and be network ready for the necessary teaching technology.
- x. The Walton College will have access to the classrooms in sufficient time to install classroom technology upgrades that may be necessary for the classes in this program, depending on the respective technology's compatibility with and approval by NWACC's IT Department. Walton College's classroom technology upgrades on the NWACC's network and system must be coordinated through NWACC's IT Department to assure hardware, software and installation compatibility.
- xi. NWACC will provide office access for a half-time program coordinator employed by the Walton College. NWACC will arrange for the Walton College to share office space and furnishings already in place on the NWACC campus in Burns Hall for UA's College of Education, which uses the space/furnishings primarily during daytime hours thus leaving the space and furnishings available to Walton College personnel for mid-afternoon through evening operations. NWACC will provide telephone and computer network access. The office computer will be supplied by the Walton College. The monthly telephone charges will be paid by the Walton College.
- xii. The program coordinator and program faculty will have access to photocopying facilities typically available to NWACC faculty and staff until 10:00 p.m. on evenings that classes in this program are taught. The Walton College will pay photocopying charges.

- xiii. NWACC will provide a private classroom or office space for each faculty member to meet with students for one hour before and after each class session.
- xiv. NWACC will provide access to its library facilities and computer labs to students in this program. As technology upgrades, NWACC may negotiate swipe card access for Walton College students using NWACC library and other resources/facilities.
- xv. NWACC will cooperate with the Walton College efforts to publicize the program and recruit students.
- xvi. Walton College students may also be assessed an infrastructure fee (currently \$50 each fall and spring semester) to access IT resources and the new parking garage now nearing construction—as per the infrastructure fee which NWACC students began paying in August 2005. Walton College faculty will pay for hang-tags (currently \$5.00 annually) to use faculty-designated parking areas. Parking in non-designated areas will be at no cost to Walton College faculty.

**b. Walton College of Business**

- i. The Walton College will employ a half-time program coordinator to be housed in designated NWACC office space. This coordinator will be the first point of contact for issues related to the program.
- ii. In cooperation with NWACC, the Walton College will develop and implement a recruiting plan for the program
- iii. The Walton College will work with the U of A Office of Admissions on admissions decisions.
- iv. The Walton College will develop and implement an academic advising program for students in the program.
- v. The Walton College will work with the U of A Division of Continuing Education and coordinate with the Fulbright to schedule classes and register students.
- vi. The Walton College program coordinator will provide on-site support for faculty members teaching in the program.
- vii. The Walton College will manage the program budget and program payments to appropriate parties.

**c. Fulbright College of Arts and Sciences**

- i. The Fulbright College, in consultation with the Walton College, will schedule classes that satisfy the requirements of the Walton College curriculum according to the attached course plan.
- ii. The first class for each cohort will be ENGL 2003, Advanced Composition. This will allow for an assessment of the other courses needed by students in the cohort.

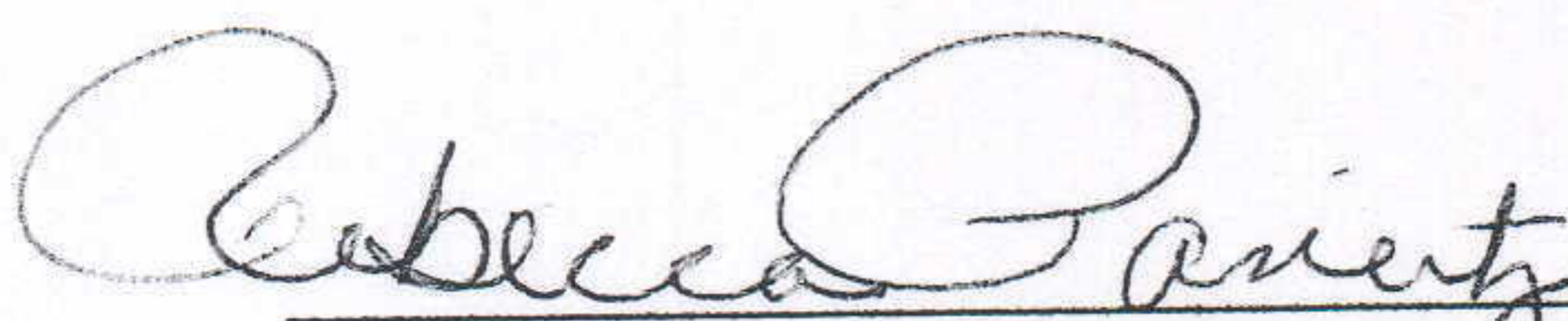
#### **4. Points Of Contact At Each Institution**

- i. Points of contact between the two institutions concerning programmatic issues will be Dr. William Curington, Associate Dean for Academic Affairs in the Sam M. Walton College of Business, University of Arkansas, Fayetteville and the Dean for Business and Computer Information at NWACC.
- ii. Communication concerning registration/enrollment issues will be handled by Ms. Julie Goldman, Program Coordinator, Department of Credit Studies, Division of Continuing Education, University of Arkansas, Fayetteville, and Dr. Karen Boston, Managing Director of Undergraduate Programs, Sam M. Walton College of Business, University of Arkansas, Fayetteville.
- iii. Advisement issues should be addressed to Dr. Karen Boston, Managing Director of Undergraduate Programs, Sam M. Walton College of Business, University of Arkansas, Fayetteville.

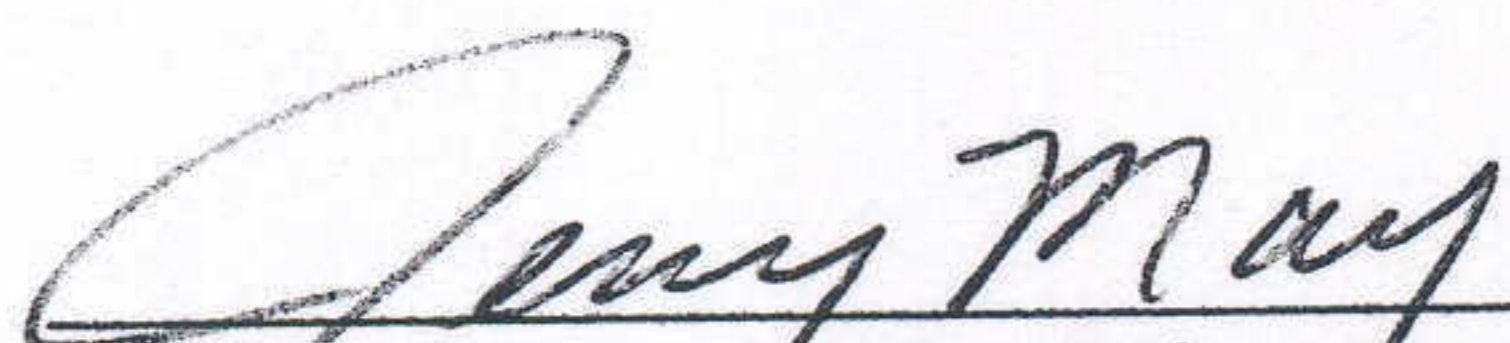
**SIGNATURES**

We agree to the above conditions and indicate by our signatures our commitment to a Bachelor of Science in Business Administration degree program through the cooperation of the University of Arkansas and Northwest Arkansas Community College.

**NORTHWEST ARKANSAS COMMUNITY COLLEGE**

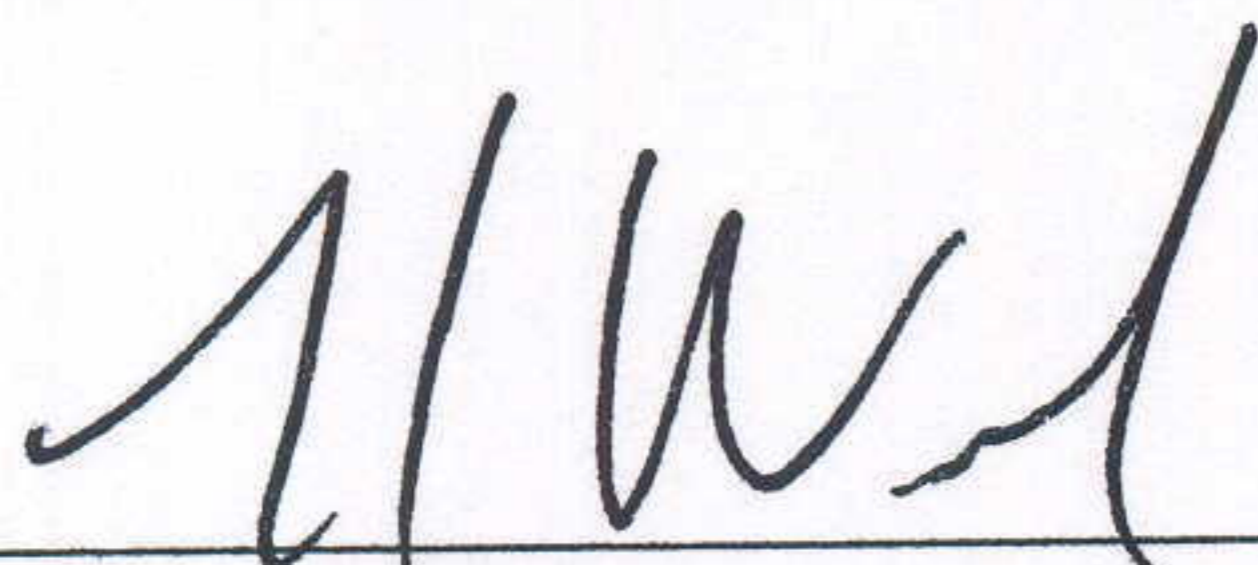
  
\_\_\_\_\_  
Rebecca Paneitz, President  
Northwest Arkansas Community College

1-24-06  
Date


  
\_\_\_\_\_  
Jerry May, Interim Vice President of Learning  
NorthWest Arkansas Community College

1/27/06  
Date

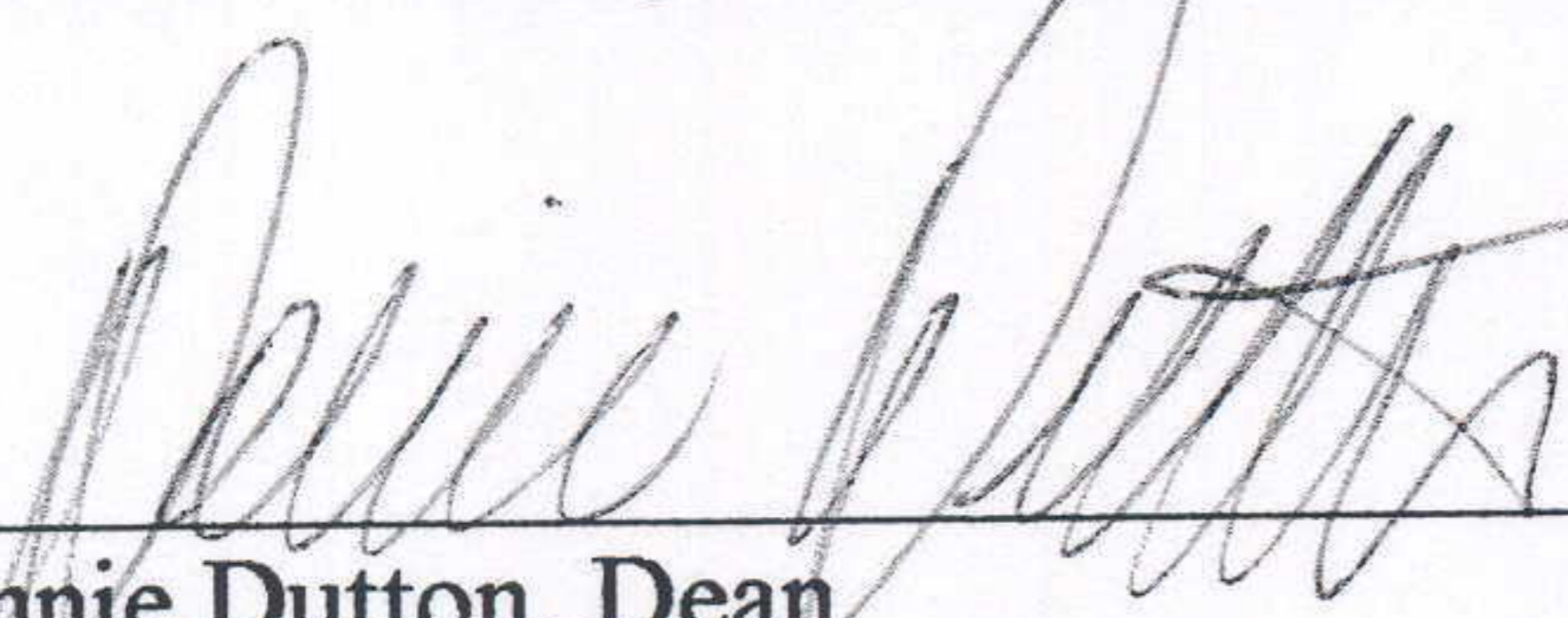
**UNIVERSITY OF ARKANSAS, FAYETTEVILLE**

  
\_\_\_\_\_  
Dan L. Worrell, Dean  
Sam M. Walton College of Business


2/8/06  
Date

  
\_\_\_\_\_  
Don Bobbitt, Dean  
William J. Fulbright College of Arts and Sciences

2/8/06  
Date

  
\_\_\_\_\_  
Donnie Dutton, Dean  
College of Continuing Education

2/8/06  
Date

  
\_\_\_\_\_  
John A. White, Chancellor  
University of Arkansas, Fayetteville

2/8/06  
Date

## ATTACHMENT 2A ADD, CHANGE OR DELETE PROGRAM OR UNIT

Complete this form consistent with the instructions in Academic Policy 1622.20. Use the form to add, change, or delete a program or unit. 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	Faculty Senate Chair	Date
College Dean	Date	Provost	Date
Undergraduate Program Committee Chair	Date	Board of Trustees Approval Date	
Graduate Council Chair	Date	Arkansas Higher Education Coordinating Board Approval Date	

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

Academic Unit:       Major/Field of Study     Minor       Other Unit \_\_\_\_\_

Level:               Undergraduate       Graduate       Law      Effective Catalog Year **2006-2007**

Current Name      \_\_\_\_\_

College, School, Division **ARSC**                      Department Code **PHYS**

Current Code (6 digit Alpha) **PHYSBA**              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.

### 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.arknet.edu.aadept.html>>.

### 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

**Insert here a statement of the exact changes to be made: This does not really change a program, just the AP cutoff scores as described in detail here: For students who get a 5 on the AP Physics B exam, and have a 3, 4, or 5 on the AP Calculus AB or BC, the physics department would like to make a request for a change in the way the course credit is made. In this case we would like the students to get credit for PHYS 2054H/2050M and PHYS 2033/2031L. Currently they get credit for 2013/1L and 2033/1L.**

**For students who get a 4 on the AP Physics B exam, and have a 3, 4, or 5 on the AP Calculus AB or BC, the physics department would like to make a request for a change in the way the course credit is made. In this case we would like the students to get credit for PHYS 2054/2050L and PHYS 2033/2031L. Currently they get credit for 2013/1L and 2033/1L.**

For students who get a 5 on the AP physics B and are allowed to take PHYS 2074 with instructor permission, if they get a B or better in 2074, we would like for them to get credit for PHYS 2054H/2050M for the exam even if they did not present AP calculus credit. They had to demonstrate some understanding of it to be allowed such an override.

For students who get a 3 or 4 on the AP physics B and are allowed to take PHYS 2074 with instructor permission, if they get a B or better in 2074, we would like for them to get credit for PHYS 2054/2050L for the exam even if they did not present AP calculus credit. They had to demonstrate some understanding of it to be allowed such an override.

Currently we are doing these on a student by student by hand basis, but they are the general policy we support.

For students who get a 5 on the AP Physics B exam, and have a 3, 4, or 5 on the AP Calculus AB or BC, the physics department would like to make a request for a change in the way the course credit is made. In this case we would like the students to get credit for PHYS 2054H/2050M and PHYS 2033/2031L. Currently they get credit for 2013/1L and 2033/1L.

For students who get a 4 on the AP Physics B exam, and have a 3, 4, or 5 on the AP Calculus AB or BC, the physics department would like to make a request for a change in the way the course credit is made. In this case we would like the students to get credit for PHYS 2054/2050L and PHYS 2033/2031L. Currently they get credit for 2013/1L and 2033/1L.

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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.)

#### **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.)*

**There is an extraordinary amount of data nationally that these should be the correct cutoffs, and from the observation of the students in the physics classes. The department approves this for every one of our own majors, and writes letters to get this done for engineering majors at the requests of their departments. It would be more efficient to have it automatically done.**

#### **SECTION VII: Catalog Text and Format**

*Insert the current catalog text and the proposed catalog text. Be sure that the proposed text includes all the elements listed below in order. Do not include university requirements or college requirements. Do not substitute a sample schedule for an explicit statement of requirements. Use standard terms and vocabulary (see Academic Policy 1621.10).*

**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.

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.

**AP credit for PHYS courses. No changes in anything else. Located on page 45 of the current catalog, reproduced here with proposed changes (vertical bars used to denote columns in the catalog, parentheses used to describe changes):**

**Physics B | PHYS 2013/2011L and PHYS 2033/2031L| 3C, 4C\* (removed qualified on 3)**

**Physics B |PHYS 2054H/2054M and PHYS 2033/2031L|5Cq5 (special credit case for students with a 5, the 5 after q should be a superscript, I cannot get this form to allow me to make formatting changes)**

**Physics C, Mechanics| PHYS 2054| 3Cq3, 4C (q2 is changed to q3)**

**q5 Honors credit requires a 3, 4 or 5 on AP Calculus AB or BC, or if they enroll in and complete PHYS 2074 with a grade of "B" or better. (The "or" between calculus and physics is intended)**

**\*For a 4 on Physics B, Students may receive credit for PHYS 2054/2054L instead of PHYS 2013/2011L if they present a 3, 4 or 5 on AP Calculus AB or BC, and enroll in and complete PHYS 2074 with a grade of "B" or better. (The "and" between calculus and physics is intended)**

**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 |                |                            | Initials _____           | Date _____          |



## ATTACHMENT 2B ADD, CHANGE OR DELETE PROGRAM OR UNIT

Complete this form consistent with the instructions in Academic Policy 1622.20. Use the form to add, change, or delete a program or unit. 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 _____	Faculty Senate Chair _____	Date _____
College Dean _____	Date _____	Provost _____	Date _____
Undergraduate Program Committee Chair _____	Date _____	Board of Trustees Approval Date _____	
Graduate Council Chair _____	Date _____	Arkansas Higher Education Coordinating Board Approval Date _____	

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

Academic Unit:       Major/Field of Study     Minor       Other Unit \_\_\_\_\_

Level:                     Undergraduate       Graduate       Law      Effective Catalog Year **2006-2007**

Current Name            \_\_\_\_\_

College, School, Division **ARSC**                    Department Code **PHYS**

Current Code (6 digit Alpha) **PHYSBS**                    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.

### 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.arknet.edu.aadept.html>>.

### 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

**Insert here a statement of the exact changes to be made: This does not really change a program, just the AP cutoff scores as described in detail here: For students who get a 5 on the AP Physics B exam, and have a 3, 4, or 5 on the AP Calculus AB or BC, the physics department would like to make a request for a change in the way the course credit is made. In this case we would like the students to get credit for PHYS 2054H/2050M and PHYS 2033/2031L. Currently they get credit for 2013/1L and 2033/1L.**

**For students who get a 4 on the AP Physics B exam, and have a 3, 4, or 5 on the AP Calculus AB or BC, the physics department would like to make a request for a change in the way the course credit is made. In this case we would like the students to get credit for PHYS 2054/2050L and PHYS 2033/2031L. Currently they get credit for 2013/1L and 2033/1L.**

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#### **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.)*

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#### **SECTION VII: Catalog Text and Format**

*Insert the current catalog text and the proposed catalog text. Be sure that the proposed text includes all the elements listed below in order. Do not include university requirements or college requirements. Do not substitute a sample schedule for an explicit statement of requirements. Use standard terms and vocabulary (see Academic Policy 1621.10).*

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

- State complete major/program name
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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.

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**AP credit for PHYS courses. No changes in anything else. Located on page 45 of the current catalog, reproduced here with proposed changes (vertical bars used to denote columns in the catalog, parentheses used to describe changes):**

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**Physics B |PHYS 2054H/2054M and PHYS 2033/2031L|5Cq5 (special credit case for students with a 5, the 5 after q should be a superscript, I cannot get this form to allow me to make formatting changes)**

**Physics C, Mechanics| PHYS 2054| 3Cq3, 4C (q2 is changed to q3)**

**q5 Honors credit requires a 3, 4 or 5 on AP Calculus AB or BC, or if they enroll in and complete PHYS 2074 with a grade of "B" or better. (The "or" between calculus and physics is intended)**

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**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 |                |                            | Initials _____           | Date _____          |

## ATTACHMENT 2C ADD, CHANGE OR DELETE PROGRAM OR UNIT

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### SECTION I: Approvals

Department / Program Chair	Date Submitted	Faculty Senate Chair	Date
College Dean	Date	Provost	Date
Undergraduate Program Committee Chair	Date	Board of Trustees Approval Date	
Graduate Council Chair	Date	Arkansas Higher Education Coordinating Board Approval Date	

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

Academic Unit:       Major/Field of Study     Minor       Other Unit \_\_\_\_\_

Level:                 Undergraduate       Graduate     Law            Effective Catalog Year 2006-2007

Current Name \_\_\_\_\_

College, School, Division ARSC    Department Code PHYS

Current Code (6 digit Alpha) PHYSHA                                  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 \_\_\_\_\_  
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### SECTION IV: Eliminate an Existing Program/Unit

Code/Name \_\_\_\_\_    Effective Catalog Year \_\_\_\_\_

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Allow students in program to complete under this program until Term: \_\_\_\_ Year: \_\_\_\_\_

### SECTION V: Proposed Changes to an Existing Program

**Insert here a statement of the exact changes to be made: This does not really change a program, just the AP cutoff scores as described in detail here: For students who get a 5 on the AP Physics B exam, and have a 3, 4, or 5 on the AP Calculus AB or BC, the physics department would like to make a request for a change in the way the course credit is made. In this case we would like the students to get credit for PHYS 2054H/2050M and PHYS 2033/2031L. Currently they get credit for 2013/1L and 2033/1L.**

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**Physics B | PHYS 2013/2011L and PHYS 2033/2031L| 3C, 4C\* (removed qualified on 3)**

**Physics B |PHYS 2054H/2054M and PHYS 2033/2031L|5Cq5 (special credit case for students with a 5, the 5 after q should be a superscript, I cannot get this form to allow me to make formatting changes)**

**Physics C, Mechanics| PHYS 2054| 3Cq3, 4C (q2 is changed to q3)**

**q5 Honors credit requires a 3, 4 or 5 on AP Calculus AB or BC, or if they enroll in and complete PHYS 2074 with a grade of "B" or better. (The "or" between calculus and physics is intended)**

**\*For a 4 on Physics B, Students may receive credit for PHYS 2054/2054L instead of PHYS 2013/2011L if they present a 3, 4 or 5 on AP Calculus AB or BC, and enroll in and complete PHYS 2074 with a grade of "B" or better. (The "and" between calculus and physics is intended)**

### 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. \_\_\_\_\_  
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Notification to:

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|---------------|-------------------------------------|----------------|----------------------------|--------------------------|---------------------|
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| (7) Treasurer | (8) Undergraduate Program Committee |                |                            | Initials _____           | Date _____          |

**ATTACHMENT 2D**  
**ADD, CHANGE OR DELETE PROGRAM OR UNIT**

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**SECTION I: Approvals**

_____ Department / Program Chair	_____ Date Submitted	_____ Faculty Senate Chair	_____ Date
_____ College Dean	_____ Date	_____ Provost	_____ Date
_____ Undergraduate Program Committee Chair	_____ Date	_____ Board of Trustees Approval Date	
_____ Graduate Council Chair	_____ Date	_____ Arkansas Higher Education Coordinating Board Approval Date	

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

Academic Unit:       Major/Field of Study       Minor       Other Unit \_\_\_\_\_

Level:                       Undergraduate       Graduate       Law      Effective Catalog Year 2006-2007

Current Name                      \_\_\_\_\_

College, School, Division ARSC                      Department Code PHYS

Current Code (6 digit Alpha) PHYSHS                      Proposed Code (6 digit Alpha) \_\_\_\_\_  
Prior approval from the Office of the Registrar is required.

Interdisciplinary Program                      CIP Code \_\_\_\_\_  
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**SECTION IV: Eliminate an Existing Program/Unit**

Code/Name \_\_\_\_\_ Effective Catalog Year \_\_\_\_\_

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For students who get a 5 on the AP Physics B exam, and have a 3, 4, or 5 on the AP Calculus AB or BC, the physics department would like to make a request for a change in the way the course credit is made. In this case we would like the students to get credit for PHYS 2054H/2050M and PHYS 2033/2031L. Currently they get credit for 2013/1L and 2033/1L.

For students who get a 4 on the AP Physics B exam, and have a 3, 4, or 5 on the AP Calculus AB or BC, the physics department would like to make a request for a change in the way the course credit is made. In this case we would like the students to get credit for PHYS 2054/2050L and PHYS 2033/2031L. Currently they get credit for 2013/1L and 2033/1L.

For students who get a 5 on the AP physics B and are allowed to take PHYS 2074 with instructor permission, if they get a B or better in 2074, we would like for them to get credit for PHYS 2054H/2050M for the exam even if they did not present AP calculus credit. They had to demonstrate some understanding of it to be allowed such an override. For students who get a 3 or 4 on the AP physics B and are allowed to take PHYS 2074 with instructor permission, if they get a B or better in 2074, we would like for them to get credit for PHYS 2054/2050L for the exam even if they did not present AP calculus credit. They had to demonstrate some understanding of it to be allowed such an override. Currently we are doing these on a student by student by hand basis, but they are the general policy we support.

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.)

#### **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.)*

**There is an extraordinary amount of data nationally that these should be the correct cutoffs, and from the observation of the students in the physics classes. The department approves this for every one of our own majors, and writes letters to get this done for engineering majors at the requests of their departments. It would be more efficient to have it automatically done.**

#### **SECTION VII: Catalog Text and Format**

*Insert the current catalog text and the proposed catalog text. Be sure that the proposed text includes all the elements listed below in order. Do not include university requirements or college requirements. Do not substitute a sample schedule for an explicit statement of requirements. Use standard terms and vocabulary (see Academic Policy 1621.10).*

**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.

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.

**AP credit for PHYS courses. No changes in anything else. Located on page 45 of the current catalog, reproduced here with proposed changes (vertical bars used to denote columns in the catalog, parentheses used to describe changes):**  
**Physics B | PHYS 2013/2011L and PHYS 2033/2031L| 3C, 4C\* (removed qualified on 3)**  
**Physics B |PHYS 2054H/2054M and PHYS 2033/2031L|5Cq5 (special credit case for students with a 5, the 5 after q should be a superscript, I cannot get this form to allow me to make formatting changes)**  
**Physics C, Mechanics| PHYS 2054| 3Cq3, 4C (q2 is changed to q3)**  
**q5 Honors credit requires a 3, 4 or 5 on AP Calculus AB or BC, or if they enroll in and complete PHYS 2074 with a grade of "B" or better. (The "or" between calculus and physics is intended)**  
**\*For a 4 on Physics B, Students may receive credit for PHYS 2054/2054L instead of PHYS 2013/2011L if they present a 3, 4 or 5 on AP Calculus AB or BC, and enroll in and complete PHYS 2074 with a grade of "B" or better. (The "and" between calculus and physics is intended)**

**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 Initials \_\_\_\_\_ Date \_\_\_\_\_

## **ATTACHMENT 4 DRAFT COPY**

### REPORT TO THE FACULTY SENATE FROM THE UNIVERSITY COURSE AND PROGRAMS COMMITTEE – April 2006

At the February 15, 2006, Faculty Senate meeting, the University Course and Programs Committee was asked to respond in writing to this motion:

“As part of the process to add or change a program, departments or programs (hereafter units) planning to add to their requirements a course or courses offered by another unit in the university, must provide written confirmation that the affected unit has been consulted and has agreed to the inclusion of their course(s). This confirmation should be provided, by the requesting unit, to the University Course and Programs Committee as part of the initial documentation for the program change or addition. Units planning to delete from their list of requirements a course offered by another unit shall notify the affected unit of that planned action.”

As the UCPC has considered this motion and voted against it at three meetings, we appreciate the Faculty Senate’s willingness to hear our perspective. While we agree with the stated sentiment of this proposal, which is to facilitate communication between colleges about program changes, we feel that this proposal actually disguises a significant policy change as a relatively minor procedural change. After we explain our objections to the proposed policy, we offer an alternative for the consideration of the Faculty Senate.

The UCPC is a university-level committee. The only reason for such a committee, as opposed to college curriculum bodies, is to provide a cross-college perspective on program changes – to review the impact of a change proposed in one college on programs in other colleges. The major issue in the Faculty Senate proposal is a concern about resources (e.g. classroom size, ability to offer sufficient numbers of courses, concern for making the class available to majors as opposed to non-majors). Currently, since the Assistant or Associate Deans (or their functional equivalents) from every college sit on the UCPC, all proposed program changes that have a financial impact on a college must be approved by the academic dean’s office. Traditional University policy holds that the deans’ offices have the authority to commit college resources, including commitments to cross-college collaborations. Thus, the Faculty Senate proposal does not increase communication about resources, but moves it down to the department level. This effectively gives an individual department veto power over both program change proposals in other colleges and cross-college agreements made by the academic deans, and is a significant change in policy. The University Course and Programs Committee does not feel that either this body or the Faculty Senate has the authority to make such a policy decision. Moreover, we suggest that if a dean’s office commits to enter into a cross-college collaboration that a department feels strains its budget, those decisions should be explicit resource issues between the department and its dean, rather than being

disguised as a program approval discussion. It would appear to us that there are deeper and more serious issues embedded in this proposal than whether a program change should be approved.

In addition, there are other concerns with the procedure that would be imposed by this policy: [to be included from UCPC discussion]

Thus, we propose the following: a line or two will be added to the program change form (1622.20A) for the signature(s) of the dean(s) of the contributing college(s), when a program change proposal includes courses from a different college or colleges. We would leave it up to the academic college to decide when the request for these signatures would come in the college program approval process, and whether the dean's office or the department would make the request to the contributing college. However, whenever a program change involves courses from a different academic college, this signature must be included before the UCPC or Graduate Council will place the item on its agenda.