UNIVERSITY OF MARY WASHINGTON – EXPEDITED COURSE CHANGE PROPOSAL
Submit this form electronically, beginning with the first required level of review (department or college level). Each level of review passes the form and any attachments to the next level when the action is approved.

Submitted by: Ken Machande
Date Prepared: November 24, 2014

Department/Discipline(s) and Course Number(s): BUAD471

Course Title: Business Administration Seminars

Type of change (check all applicable):
Number* Title Credits Description Prerequisites xx Deletion Cross list**

*This course number must be approved by the Office of the Registrar before the proposal is submitted.

**To cross list courses between departments/colleges, there should be two cover sheets submitted with the proposal – one by the chair of each department with signatures from the relevant College Curriculum Committee Chair.

Effective Date: FALL Semester, Year 2015

<table>
<thead>
<tr>
<th>Current Catalog Entry</th>
<th>Proposed Catalog Entry</th>
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<tbody>
<tr>
<td>Prerequisite: Business Administration major, permission of instructor, and permission of the Associate Dean for Faculty. Special topics of interest to staff and students are discussed in individual seminars which focus on specific areas within the various disciplines of Business Administration, e.g., Accounting Theory; Management; Legal; Social, and Ethical Issues; Marketing; Finance.</td>
<td>Prerequisite: Permission of instructor. Special topics of interest to staff and students are discussed in individual seminars which focus on specific areas within the various disciplines of Business Administration, e.g., Accounting Theory; Management; Legal; Social, and Ethical Issues; Marketing; Finance.</td>
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JUSTIFICATION (including impact on majors, minors, concentrations, and general education courses within the University curriculum; attach additional pages if required)
Two of the current prerequisites are not indicators of student success in the course. Special topics courses offered in Business Administration are taught in various topics and at various levels of instruction which means that different levels of student knowledge and prerequisites are required to be able to participate adequately in each course. The person who is in the best position to understand that level of preparation required to begin a special topics course is the instructor alone. Additionally, these courses could attract students who are not declared Business Administration majors or who are business minors (including other minors related to business that are under development) and they cannot enroll in the course because of the current prerequisites. Since these students will not be able to enroll in the course anyway without the permission of the instructor, the instructor is in the best position to understand how a specific course will fit into the student’s individual curricular goals. Therefore, the prerequisite required for these courses should be only permission of instructor.

TRANSITION PLAN (describe how will students who are in Catalogs where the course is required for a major be accommodated; attach additional pages if required)
N/A

Approvals

Department Chair

College Curriculum Chair

Expedited Course Change Cover Sheet (July 2014)