UNIVERSITY OF MARY WASHINGTON – PROGRAM CHANGE PROPOSAL
Electronically submit this completed form with attachments in one file to the Chair of the College Curriculum Committee.

<table>
<thead>
<tr>
<th>COLLEGE (check one):</th>
<th>Arts and Sciences</th>
<th>Business</th>
<th>X Education</th>
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</thead>
<tbody>
<tr>
<td>Proposal Submitted By: Ken Machande</td>
<td>Date Prepared: 1/12/2014</td>
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<tr>
<td>Department /Program:</td>
<td>BUAD</td>
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Note: for any program change entailing the addition any new courses, or revisions to existing courses, separate proposal for those course actions must also be submitted.

PROPOSAL TO CHANGE EXISTING PROGRAM (check no than one of the following)

- Revise requirements for existing major [X]
- Revise requirements for a concentration within an existing major
- Revise requirements for an existing degree program
- Revise requirements for existing certificate program
- Revise requirements for existing minor

Implementation Date: FALL semester, year: 2014

REQUIRED ATTACHMENTS FOR CHANGES TO EXISTING PROGRAMS:
1. Rationale statement (Why is this program change needed? What purposes will it serve?)
2. Impact Statement (Provide details about the Library, space, budget, technology, and impacts created by this program change. Supporting statements from the Library, IT Department, etc. evaluating the resource impact and feasibility of the program change are required.)
3. Catalog Copy (Provide the existing Catalog Description and the complete statement of the proposed new Catalog description that reflects the program changes)

PROPOSAL TO CREATE NEW PROGRAM NOT REQUIRING STATE ACTION
(check no more that one of the following)

- New concentration within existing major Name:
- New minor Name:
- New Major but NOT a new degree* Name:

*Use ONLY for interdisciplinary majors that will be grouped as part of the “Special Majors/General Liberal Arts and Sciences” degree (CIP Code 24.0101) or reported as a BLS degree (CIP Code 24.0199)

Implementation Date (semester and year):

REQUIRED ATTACHMENTS FOR NEW PROGRAMS NOT REQUIRING STATE APPROVAL:
1. Rationale statement (Why is this additional program needed? What purposes will it serve?)
2. Impact Statement (Provide details about the Library, space, budget, technology, and impacts created by this program change. Supporting statements from the Library, IT Department, etc. evaluating the resource impact and feasibility of adding the new program are required.)
3. Catalog Copy (Provide the complete Catalog Description for the proposed new program)

Department Chair Approval: ___________________________ Date: ____________
CCC Chair Approval: ___________________________ Date: ____________
Dean Approval: ___________________________ Date: ____________
UCC Chair Approval: ___________________________ Date: ____________

*Provost Approval: ___________________________ Date: ____________
*Required only in cases of proposals for new concentrations, new minors, or new majors that do not involve a new degree

Program Change Proposal Cover Sheet (July 2013)
Rationale: These courses prepare students for what happens after College. The intent of the program is to instill in students the skills that will improve their chances of getting a meaningful job immediately after graduation, and improve the likelihood of retention in the job – or even promotion. Preparation for job interviews, resume development, use of social media, time management, and other soft skills will be taught in the courses.

Impact Statement: Resources are required for this four course sequence of one-credit courses. These four required courses, (one for zero credits, three for one credit each) will increase the number of hours required in the BUAD major to 48 semester hours. Classroom space for two sections of each course is required per year, and a stipend of $1,000 will be paid to the instructor, who will teach the course as an over-load, which will come out of the adjunct budget for the CoB. Additionally, there will be other resources that are on campus that will be used by the class, such as the writing center or career services, who will periodically be asked to be guest presenters.
Requirements for the Business Major

Forty-five (45) credits in Business courses, as follows:

Lower-Division Requirements: Business Administration 131, 132, 152, 259, and 283.

Upper-Division Requirements: Business Administration 300, 310, 350, 353, 381, 490A and twelve (12) additional upper level business elective(s) credits.

If students would like to emphasize a specific business area through the selection of their electives, they may choose courses from the following areas and courses.


Marketing: 410, 413, 414.

Additional elective courses in these areas of emphasis may be selected in consultation with the student’s advisor.

Students considering majoring in Business Administration must take Mathematics 200 or its equivalent (Computer Science 320, Economics 361, or Psychology 261), and Economics 201 and 202, which are required prerequisites for certain courses in the major.

New Catalog Copy

Requirements for the Business Major

Forty-eight (48) credits in Business courses, as follows:

Lower-Division Requirements: Business Administration 099, 199, 299, 399, 131, 132, 152, 259, and 283.

Upper-Division Requirements: Business Administration 300, 310, 350, 353, 381, 490A and twelve (12) additional upper level business elective(s) credits.

If students would like to emphasize a specific business area through the selection of their electives, they may choose courses from the following areas and courses.


Marketing: 410, 413, 414.

Additional elective courses in these areas of emphasis may be selected in consultation with the student’s advisor.

*Students considering majoring in Business Administration must take Mathematics 200 or its equivalent (Computer Science 320, Economics 361, or Psychology 261), and Economics 201 and 202, which are required prerequisites for certain courses in the major.*