

**Undergraduate Curriculum Committee  
Agenda  
December 8, 2016  
3:30 pm, UC 222**

**I. Announcements**

- A) Meeting minutes from 10/27/16 on Faculty Senate's 11/17/16 Consent Agenda
- B) Meeting minutes from 11/10/2016 on Faculty Senate's 12/1/16 Consent Agenda

**II. Curriculum Proposals**

**A) Business**

Course Modifications

- 1. BUGB 231 Survey of Business Law
- 2. ACCT 331 Cost Accounting
- 3. ACCT 392 Accounting Information Systems

Program Modifications

- 4. BS Accounting-General Accounting: 3104
- 5. BS Accounting-Public Accounting: 3108

**B) Social and Behavioral Sciences**

Program Addition

- 6. Minor Forensic Investigation - Criminal Justice

Program Modifications

- 7. BA Psychology: 3724
- 8. BA Psychology-Counseling Psychology: 3726

**C) Teacher Education**

Course Modifications

- 9. EDUC 441 Methods of Teaching Lang. & Literacy: EL
- 10. EDUC 442 Integrating Literacy Across the Curriculum Secondary

Program Modifications

- 11. BA English-Secondary Education: 3213
- 12. BA History-Secondary Education: 3704
- 13. BA Liberal Arts-Elementary Education, English: 3251
- 14. BA Liberal Arts-Elementary Education, Mathematics: 3251
- 15. BA Liberal Arts-Elementary Education, Social Science: 3251
- 16. BA Spanish-Secondary Education: 3248
- 17. BFA Art-K-12 Education: 3270
- 18. BS Biological Sciences-Secondary Education: 3412
- 19. BS Geosciences-Secondary Education: 3474

20. BS Mathematics-Secondary Education: 3430

**D) WCCC-Applied Business**

Program Additions

21. AAS Applied Business: Administrative Support
22. AAS Applied Business: Frontline Supervision
23. AAS Applied Business: Marketing Communication
24. Technical Cert Applied Business: Administrative Support
25. Technical Cert Applied Business: Business Foundations
26. Technical Cert Applied Business: Frontline Supervision
27. Technical Cert Applied Business: Graphics Technology
28. Technical Cert Applied Business: Marketing Graphics Technology
29. Technical Cert Applied Business: Office Technology

Course Additions

30. ABUS 101 Budget Analysis
31. ABUS 106 Marketing Your Image
32. ABUS 114 Digital Layout
33. ABUS 116 Principles of Supervision
34. ABUS 128 Workplace Behavior
35. ABUS 145 Data Management
36. ABUS 155 Social Media for Business
37. ABUS 156 Problem Solving - Bus Environment
38. ABUS 160 Introduction to Customer Service
39. ABUS 200 Business Rules and Regulations
40. ABUS 257 Managing Office Technology I
41. ABUS 258 Managing Office Technology II
42. ABUS 289 Applied Business Capstone

**E) WCCC-Medical Office Assistant**

Course Additions

43. MOAP 110 Medical Office Administration
44. MOAP 130 Medical Office Administration Insurance Billing and Coding

Program Modification

45. AAS Medical Office Assistant: 1396

**F) WCCC-Visual Communications**

Course Additions

46. MGDA 105 Creative Development
47. MGDA 120 Digital Design Tools
48. MGDA 150 Previsualization
49. MGDA 225 3D Character Design
50. MGDA 229 Animation History
51. MGDA 250 3D Character Rigging

- 52. MGDA 265 Digital Compositing
- 53. MGDA 268 Freelancing for Creatives
- 54. MGDA 285 3D Animation Capstone

Course Modifications

- 55. MGDA 149 Animation Drawing/Design
- 56. MGDA 153 Beginning 3D Animation
- 57. MGDA 163 Sound Design I
- 58. MGDA 164 Digital Video Editing I
- 59. MGDA 270 Advanced 3D Animation

Course Deletions

- 60. MGDA 106 Creativity & Visual Thinking
- 61. MGDA 111 Digital Image Editing
- 62. MGDA 112 Adobe Illustrator I
- 63. MGDA 129 History of Animation
- 64. MGDA 152 Animatics and Storyboarding
- 65. MGDA 165 Digital Compositing
- 66. MGDA 220 3D Animation - Character Rigging
- 67. MGDA 253 3D Animation - Character Design
- 68. MGDA 257 Animation Production
- 69. MGDA 292 Capstone

Program Modifications

- 70. AAS Visual Communications-Animation Tech: 1359
- 71. Tech Cert (N-Z) Visual Communications-Animation Tech 1358

**G) WCCC-Water Quality**

Program Additions

- 72. Technical Cert Water Quality Management Advanced Wastewater Treatment
- 73. Technical Cert Water Quality Management Advanced Water Treatment
- 74. Technical Cert Water Quality Management Introduction to Wastewater Treatment
- 75. Technical Cert Water Quality Management Mathematics in Water Quality
- 76. Technical Cert Water Quality Management Small Systems
- 77. Technical Cert Water Quality Management Wastewater Collection and Treatment
- 78. Technical Cert Water Quality Management Water Distribution and Collection Systems
- 79. Technical Cert Water Quality Management Water Distribution and Treatment

Course Additions

- 80. WQMS 124 Water Certification Review for Class C & D
- 81. WQMS 125 Wastewater Cert. Review for C & D
- 82. WQMS 126 Safety and Security Systems
- 83. WQMS 127 Water Quality Utility Management
- 84. WQMS 150 Troubleshooting in Water Quality

- 85. WQMS 202 Small Water Systems Operation and Maintenance
- 86. WQMS 203 Water Quality Small Wastewater Systems
- 87. WQMS 216 Biological and Bacteriological Water Quality Analyses
- 88. WQMS 224 Water Certification Review A and B
- 89. WQMS 225 Wastewater Cert Review for Class A and B

Course Deletions

- 90. PROS 110 Safety, Health and Environment
- 91. PROS 130 Instrumentation
- 92. PROS 210 Pros Tech II: Systems
- 93. TECI 110 Applied Physics
- 94. WQMS 227 Utility Management

Program Modification

- 95. AAS Water Quality Management: 1365

**III. Information Items**

- A. New Program Sheet Format (Dr. Haas)

**IV. New Business**



**2017-2018 PROGRAM REQUIREMENTS**  
**Degree: Bachelor of Business Administration**  
**Major: Business Administration**  
**Concentration: Management**

**About This Major . . .**

The Bachelor of Business Administration (BBA) is designed to prepare students for the challenges of today's organizations, as well as the business world of tomorrow. The program provides students with the knowledge, skills, and abilities to compete in both the local and global business environments. Additionally, the program allows for an emphasis in a specialized area such as management, marketing, finance, economics, entrepreneurship, insurance, energy management or hospitality management.

The BBA degree can be applied in various fields such as medicine, the arts, sports, and education. In addition to positions in corporate America, nonprofit organizations like hospitals, school systems, and theatres also require people with business training and skills. Graduates of BBA programs hold positions in organizations from entry level manager to chief executive officer. Colorado Mesa's BBA graduates are entrepreneurs, small business owners, bank vice-presidents, product managers in advertising firms and project and operations managers in manufacturing organizations.

The BBA is a very versatile, flexible and valuable degree. Colorado Mesa BBA graduates have great success stories in the business world as well as the ability to earn advanced degrees in business such as the Master of Business Administration – one of the most sought after degrees by employers in today's job market.

For more information on what you can do with this major, go to <http://www.coloradomesa.edu/career/whatmajor.html>.

All CMU baccalaureate graduates are expected to demonstrate proficiency in critical thinking, communication fluency, quantitative fluency, and specialized knowledge/applied learning. In addition to these campus-wide student learning outcomes, graduates of this major will be able to:

1. Integrate knowledge from multiple functional areas of business to solve business problems and to develop sound business strategies. (Specialized Knowledge)
2. Apply business knowledge and skills in appropriate business contexts and transfer knowledge and skills to new business situations. (Critical Thinking)
3. Communicate clearly, appropriately, and persuasively to the business audience, both orally and in writing, including individual presentations. (Communication Fluency)
4. Analyze business data critically, reason logically, and apply quantitative analysis methods correctly to develop appropriate business conclusions. (Quantitative Fluency)
5. Effectively work as a team. (Applied Learning)
6. Strategically apply information across functional areas of business. (Applied Learning)
7. Produce professional business work products. (Applied Learning)
8. Practice principle-based ethics in decision making both personally and professionally. (Applied Learning)
9. Apply management principles to optimize organizational resources. (Specialized Knowledge)

**About the Program Sheet and DegreeWorks:**

The program sheet is intended for informational use only to determine what courses and associated requirements are needed to earn a degree. The program sheet also provides a suggested course sequencing or four-year plan to lay out a program's requirements toward graduation.

DegreeWorks is an online audit reporting tool available via MavZone. It is the official record used by the Registrar's Office to evaluate a student's progress towards their degree and determine eligibility for graduation. Students are responsible for reviewing their DegreeWorks audit on a regular basis and should discuss any questions or concerns with their advisor or academic department head. Any discrepancies in requirements should be reported to the Registrar's Office.

## **DEGREE REQUIREMENTS**

- 120 semester hours total. Students must complete a minimum of 30 of the last 60 hours of credit at CMU.
- 40 upper division credits. A minimum of 15 taken at the 300-400 course levels within the major at CMU.
- 2.00 cumulative GPA or higher in all CMU coursework.
- A 2.75 GPA is required in the major courses. A "C" or higher is required in all major courses.
- No more than 6 semester hours of independent study courses can be used toward this degree.
- Students must pass the PLACE or PRAXIS II exam in the content area prior to beginning the internship. Also, all other coursework toward the degree must be successfully completed prior to the internship.
- During your senior year, you will be required to take a capstone exit assessment/project (e.g., Major Field Achievement Test).
- Pre-collegiate courses (usually numbered below 100) cannot be used for graduation.
- The Catalog Year determines which program sheet and degree requirements a student must fulfill in order to graduate. Visit with your advisor or academic department to determine which catalog year and program sheet you should follow.
- See "Requirements for Undergraduate Degrees and Certificates" in the catalog for a complete list of graduation requirements.
- Visit <http://www.coloradomesa.edu/registrar/graduation.html> for graduation application deadlines and instructions.

**Special requirements:** To be admitted to the Bachelor of Business Administration program, certain prerequisites must be satisfied. Please see the Business department head for complete requirements and application form. All degree requirements must be completed as described below. Any exceptions or substitutions must be recommended in advance by the faculty advisor and/or approved by the Department Head. Students are required to participate in exit examinations or other programs deemed necessary to comply with the college accountability requirement.

### **ESSENTIAL LEARNING REQUIREMENTS (31 semester hours)**

See the current catalog for a list of courses that fulfill the requirements below. If a course is an Essential Learning option and a requirement for your major, you must use it to fulfill the major requirement and make a different selection for the Essential Learning requirement.

**English** (6 semester hours, must receive a grade of "C" or better and must be completed by the time the student has 60 semester hours.)

- ENGL 111 - English Composition (3)
- ENGL 112 - English Composition (3)

**Mathematics** (3 semester hours, must receive a grade of "C" or better, must be completed by the time the student has 60 semester hours.)

- MATH 113 -College Algebra (4\*)  
\*3 credits apply to the Essential Learning requirements and 1 credit applies to elective credit

**Humanities** (3 semester hours)

- Selection from Humanities Category

**Social and Behavioral Sciences** (6 semester hours)

- ECON 201 - Principles of Macroeconomics (3)
- ECON 202 -Principles of Microeconomics (3)

**Natural Sciences** (7 semester hours, one course must include a lab)

- Select one Natural Sciences course
- Select one Natural Sciences course with a lab

**History** (3 semester hours)

- Select one History course

**Fine Arts** (3 semester hours)

- Select one Fine Arts course

### **OTHER LOWER-DIVISION REQUIREMENTS**

**Wellness Requirement (2 semester hours)**

- KINE 100 - Health and Wellness (1)
- Activity Course Selection (1)

**Essential Learning Capstone (4 semester hours)**

Essential Learning Capstone should be completed between 45 and 75 hours.

- ESSL 290 - Maverick Milestone (3)
- ESSL 200 - Essential Speech (1)

### **FOUNDATION COURSES (18 semester hours)**

These courses, plus ECON 201 & 202 and Essential Learning English & Math requirements must be completed within the student's first 60 hours.

- ACCT 201 - Principles of Financial Accounting (3)
- ACCT 202 - Principles of Managerial Accounting (3)
- BUGB 105 - Freshman Business Seminar (3)
- BUGB 211 - Business Communications (3)
- One of the following:
  - CISB 101 - Business Information Technology
  - CISB 205 - Advanced Business Software (3)
- CISB/STAT 241 - Introduction to Business Analysis (3)

## **BACHELOR OF BUSINESS ADMINISTRATION: MANAGEMENT CONCENTRATION (63 semester hours)**

### **Business Administration Core (33 semester hours)**

- BUGB 349 - Legal Environment of Business (3)
- BUGB 401 - International Business (3)
- CISB 210 - Fundamentals of Info Systems (3)
- FINA 301 - Managerial Finance (3)
- MANG 201 - Principles of Management (3)
- MANG 301 - Organizational Behavior (3)
- HRMA 371 - Human Resource Management (3)
- MANG 471 - Operations Management (3)
- MANG 491 - Business Strategy (3)
- MARK 231 - Principles of Marketing (3)
- One of the following courses (3):
  - CISB 341 - Quantitative Decision Making
  - MANG 341 - Quantitative Decision Making
  - MARK 350 - Marketing Research

### **Management Concentration Courses (30 semester hours)**

#### Management Nucleus (15 semester hours)

- ENTR 300 - Small Business & Entrepreneurship (3)
- HMRA 372 - Employee Assessment (3)
- ENTR 450 - Entrepreneurship (3)
- Two of the following courses (6 hours):
  - ACCT 311 - Advanced Managerial Accounting
  - ENTR 340 - Applied Financial Management for Emerging Businesses
  - BUGB 440 - Business Ethics
  - CISB 305 - Solving Problems Using Spreadsheets
  - CISB 306 - Solving Problems Using Databases
  - CISB 470 - Management of Information Systems
  - FINA 310 - Risk Management
  - HRMA 373 - Leadership
  - MANG 410 - Effective Workplace Communication

#### Concentration Electives (15 semester hours)

- In consultation with a Business Advisor, choose 15 hours that complement the nucleus or choose a nucleus of a second concentration. At least 1 hour must be upper division.

### **ELECTIVES (2 semester hours)**

Electives (2 semester hours of college level courses appearing on final transcript, not listed above to bring total semester hours to 120.) At least one hour in Concentration Electives or in General Electives must be upper-division.

- MATH 113 College Algebra (4\*)
  - \*3 credits apply to the Essential Learning requirements and 1 credit applies to elective credit
- Choose 1 credit



## SUGGESTED COURSE SEQUENCING

### Freshman Year, Fall Semester: 16 credits

- BUGB 105 - Freshman Business Seminar (3)
- ENGL 111 - English Composition (3)
- CISB 101 - Business Information Technology **OR** CISB 205 - Advanced Business Software (3)
- MATH 113 - College Algebra (4)
- Essential Learning - Fine Arts (3)

### Freshman Year, Spring Semester: 14 credits

- ENGL 112 - English Composition (3)
- CISB/STAT 241 - Introduction to Business Analysis (3)
- CISB 210 - Fundamentals of Information Technology (3)
- Essential Learning - Natural Science with Lab (4)
- KINE 100 - Health and Wellness (1)

### Sophomore Year, Fall Semester: 15 credits

- ACCT 201 - Principles of Financial Accounting (3)
- ECON 201 - Principles of Macroeconomics (3)
- BUGB 211 - Business Communications (3)
- MARK 231 - Principles of Marketing (3)
- Essential Learning - History (3)

### Sophomore Year, Spring Semester: 16 credits

- ACCT 202 - Principles of Managerial Accounting (3)
- ECON 202 - Principles of Microeconomics (3)
- MANG 201 - Principles of Management (3)
- ESSL 290 - Maverick Milestone (3)
- ESSL 200 - Essential Speech (1)
- Essential Learning - Humanities (3)

### Junior Year, Fall Semester: 15 credits

- BUGB 349 - Legal Environment of Business (3)
- HRMA 300 - Small Business and Entrepreneurship (3)
- CISB/MANG 341 - Quantitative Decision Making **OR** MARK 350 - Marketing Research (3)
- Upper Division Business Elective (3)
- Essential Learning - Natural Science (3)

### Junior Year, Spring Semester: 15 credits

- HRMA 371 - Human Resource Management (3)
- FINA 301 - Managerial Finance (3)
- MANG 301 - Organizational Behavior (3)
- Upper Division Business Electives (2 courses) (6)

### Senior Year, Fall Semester: 15 credits

- MANG 471 - Operations Management (3)
- HRMA 372 - Employee Assessment (3)
- BUGB 401 - International Business (3)
- Concentration Electives (2 courses) (6)

### Senior Year, Spring Semester: 14 credits

- MANG 491 - Business Policy (3)
- ENTR 450 - Entrepreneurship (3)
- Concentration Electives (2 courses) (6)
- KINA Activity (1)
- Elective (1)