

The University Curriculum Committee (UCC)
Meeting Minutes
Thursday, February 26, 2015

Regular Members Present:

Lori Flint (Chair)
Mark Richardson (Secretary)
Ken Anselmi
Michael Dingfelder
Gail Ratcliff
Karen Vail-Smith

Regular Members Excused:

David Batts
Jean-Luc Scemama (Vice Chair)

Ex-Officio Members Present:

Josie Bowman
Rita Reaves
Michelle Wallen

Ex-Officio Members Excused:

Ashley Carr and Erin Parrish

IPAR Office of Academic Program Planning and Development (OAPPD):

Kimberly Nicholson and Karen Summey

Office of the Registrar:

None

Guests:

College of Allied Health Sciences: Michael Kennedy and Ann McConnell
College of Business: Jaclyn Beierlein, Scott Below, Brad Karl, and Brenda Walls
College of Education: Ron Preston
College of Fine Arts and Communication: Patch Clark
College of Human Ecology: Katherine Swank and Ginger Woodard

Actions of Committee:

Items identified with yellow highlighting are programmatic in nature and will require review by the EPPC following UCC approval.

I. Call to Order

1. The 01-22-15 UCC minutes were approved by the Faculty Senate at their 02-24-15 meeting.
2. The 02-12-15 UCC minutes were approved electronically and forwarded to the Faculty Senate for agenda placement.

II. College of Fine Arts and Communication, School of Theatre and Dance

1. Revision of Existing Degree: BFA in Theatre Arts Education

- Discussion: Patch Clark introduced the changes to the BFA in Theatre Education that included updating the catalog copy. Dr. Wallen noted that date when the proposal was approved by the faculty was missing from the memorandum, and Dr. Clark stated that the faculty had approved the proposal on 11/11/14. Dr. Dingfelder stated that there was a problem with the formatting in the catalog copy in that most readers miss the “or” just to the right of the course listing. Dr. Wallen stated that in the case of the Core in this catalog copy, removing the “or” makes sense if there is not another option. Diane Coltraine will be consulted regarding formatting of “or” in the catalog.
- Action Taken: A motion to approve the proposed revision as amended was made by Dr. Wallen and seconded by Dr. Ratcliff. The motion was approved.

III. College of Human Ecology, Department of Interior Design and Merchandising

1. Revision of Existing Course: IDSN 3999

- Discussion: Dr. Swank introduced the proposed revision of the course IDSN 3999. Dr. Flint praised her on the organization and clarity of the memorandum of request stating that the UCC may want to use it as a model for other programs to see and Dr. Swank granted permission for it to be used. Dr. Reaves stated that a revision should be made in the memo to change “Revision of entrance requirements” to “Revision of university admission requirements to enter the degree.” She questioned the suitability of the textbook (according to its title) to the course title and justification. She stated that professional preparation is clear from the course topics list, but then the course topics get much more technical. Additionally, Dr. Reaves pointed out that in the catalog copy provided there was a deletion in the course description. Dr. Swank replied that some details were removed from the course description because they were subsumed within the broader reading of “Interior design career preparation and business practices.” Dr. Swank also stated that the textbook was new and had been added to the revised course. Dr. Wallen suggested that the faculty insert the word “industry” within the course description, and she stated that they need to make sure that the course description in the proposal and catalog copy agree in exact wording.
- Action Taken: A Motion to approve the course proposal as amended was made by Dr. Wallen and seconded by Professor Vail-Smith. The motion was approved.

2. Prerequisite Revision of Existing Courses: IDSN 3550, 3650, 4880

- Discussion: The committee agreed to the prerequisite revision of the courses listed.
- Action Taken: A Motion to approve the prerequisite revision of existing courses was made by Dr. Wallen and seconded by Professor Vail-Smith. The motion was approved.

3. Revision of Existing Degree: BS in Interior Design

- Discussion: Dr. Bowman asked about the change to 120 hours; she stated that there is a problem looking at the catalog copy to see the hours total to 120. Dr. Swank explained that 6 hours are included within the 42 hours, and she stated that students just take enough electives to fulfill the 120 hours required.
- Action Taken: A motion to approve the revised degree as amended was made by Dr. Wallen and seconded by Professor Vail-Smith. The motion was approved.

IV. College of Education, Department Mathematics, Science, and Instructional Technology Education

1. Revision of Existing Courses: MATE 2123, MATE 3523, MATE 4323, MATE 4324, MATE 4325

- Discussion: Dr. Preston introduced the changes to the degree and explained that the changes had been a while in the making. He stated that there were several places where changes were made in the catalog copy, including changing the minimum grade to C- and minimum degree requirement hours to 120. Foundations curriculum was updated to add PSYC 2777 so that students can earn diversity credit as well as foundations credit with one course. He explained that the faculty added MATE 3367 Mathematical Modeling and MATH 3301 Foundations of Geometry courses as they began reworking the professional courses, though the total degree hours were decreasing by one hour. Dr. Dingfelder stated that the memo was missing the date when the department faculty approved the revisions, and Dr. Preston stated that he would add the date. Dr. Anselmi pointed out the following problems in the course proposals that required revision or clarification:

MATE 2123—Dr. Anselmi asked whether MATE 2123, MATE 3523 and MATE 4323 should list the phrase “minimum of 16 hours” in the course description—questioning if this text was really necessary. Dr. Preston explained that he thinks that it should be listed in the catalog and course description to ensure that students are aware that the time requirement of observation is required.

MATE 3523—there are no changes needed.

MATE 4323—Dr. Reaves asked if the course description could be changed to begin with “modern methods and techniques.”

MATE 4324—title revision requested.

MATE 4325—this was changed from one to 3 credit hours. Dr. Anselmi asked about the title and if this really is a seminar in Internship issues in High School Mathematics. Dr. Preston is not sure about the titling; but he is okay with changing the name to “Seminar: Issues in High School Mathematics Internship.”

- Action Taken: A motion to approve as amended was made by Dr. Dingfelder and seconded by Dr. Anselmi. The motion was approved.

2. Revision of Existing Degree: BS in Mathematics, Secondary Education

- Discussion: INFORMATION ONLY: MATH 5322 is a required 5000-level course and it needs to be redesigned as a 4000-level course. Dr. Preston found MATH 4322 Foundations of Math that he said it could be used in place of MATH 5322, but Dr. Ratcliff stated there might be issues related to this course.

Dr. Anselmi stated that MATH 5322 is not part of this package, so the committee can move forward with the package now and the faculty can make the change to MATH 5322 and bring it forward later.

Dr. Anselmi asked if students could hand pick the Foundations 42 hours. Dr. Preston confirmed “yes” but elaborated that teacher ed requires PSYC 1000. There is a choice between two courses in foundations that offer diversity credit too.

Dr. Dingfelder had questions about the hours (practicum, internship, etc.) and Dr. Flint explained how the hours are satisfactory.

- Action Taken: A motion to approve as amended was made by Dr. Dingfelder and seconded by Dr. Anselmi. The motion was approved.

V. College of Allied Health Sciences, Department of Clinical Laboratory Science

1. Revision of Existing Courses: CLSC 4430, CLSC 4440, CLSC 4441, CLSC 4802 Michael Kennedy and Ann McConnell

- Discussion: Dr. Kennedy and Dr. McConnell presented the changes to the existing courses and minors. Dr. Reaves stated that the memo was well written, and the justification for the changes was clearly written from the benefit of the student.

With regard to the justification in the course proposal for CLSC 4430, Dr. Reaves asked if it be made clear as to what led the faculty to the belief that CLSC 3340 was out of alignment with other CLSC courses. Dr. Howard explained the CLSC 4430 was a core class, and the faculty wanted better balance of the hours between fall and spring semesters by shifting one credit hour from the spring into the fall. It was noted that there was not a co-requisite of CLSC 4431 for the lab counterpart of this course. The unit will add this.

With regard to CLSC 4440, Dr. Howard explained that the course covered the same material as CLSC 4430 but from a slightly different focus. Dr. Dingfelder stated that grading policies need to be clarified for this course as there appeared to be duplication. Ms. Nicholson added that the faculty needed to list a co-requisite for both courses—that is, to specify that both courses must be taken concurrently. She stated that the co-requisite could be added as a revision of this package to indicate that courses and their associated labs need to be taken at the same time. Dr. Kennedy agreed to make this change.

With regard to CLSC 4441, Dr. Dingfelder stated that under Item 16D (Course Contact Hours) only one lab hour was listed instead of 3 lab hours. Dr. McConnell agreed to make this change.

With regard to CLSC 4802, Dr. Dingfelder noted that the grading evaluation (Item 23D) was missing 5% for the evaluation of professional behavior. Dr. Kennedy agreed to make this change.

- Action Taken: A motion to approve as amended was made by Dr. Bowman and seconded by Dr. Richardson. The motion was approved.
2. Prerequisite Revision of Existing Course: CLSC 4431 (added)
 - Discussion: Since a co-requisite was added to CLSC 4430, a co-requisite is also needed for CLSC 4431.
 - Action Taken: A motion to approve as amended was made by Dr. Bowman and seconded by Dr. Richardson. The motion was approved.
 3. Deletion of Existing Course: CLSC 4803
 - Discussion: The committee agreed to this deletion.
 - Action Taken: A motion to approve as amended was made by Dr. Bowman and seconded by Dr. Richardson. The motion was approved.
 4. Revision of Existing Degree: BS in Clinical Laboratory Science
 - Discussion: Regarding the revised marked catalog copy, Dr. Bowman stated that the co-requisite specification needs to be added to the course description of CLSC 4430 (and CLSC 4431 that was not part of this package), CLSC 4440 and CLSC 4441. Additionally, Dr. Bowman suggested that the word “Laboratory” be added to the course title of both CLSC 4431 and CLSC 4441 for clarification. Ms. Nicholson stated that these title changes should be added to the memo.
 - Action Taken: A motion to approve as amended was made by Dr. Bowman and seconded by Dr. Richardson. The motion was approved.
 5. Revision of Existing Minors: Clinical Laboratory Sciences Generalist Minor, Clinical Microbiology Minor, Hematology and Immunohematology Minor
 - Discussion: The committee approved the revisions of the existing minors as shown in the marked catalog copy.
 - Action Taken: A motion to approve as amended was made by Dr. Bowman and seconded by Dr. Richardson. The motion was approved.

1. Proposal of New Courses: FINA 3544, FINA 4600, FINA 4700, FINA 4750

- Discussion: Jaclyn Beierlenin, Brenda Wells, Scott Below, Brad Karl presented the package to the committee. Dr. Wells explained that she was hired to develop the curriculum and help to run the program. She stated that the faculty had looked at the focus in the industry and decided they needed to change the course curriculum to better adapt to the industry in risk management and insurance. She said that they developed a six-class concentration, and they believe this change makes the most sense for marketability for the degree. This is where they started, and they even presented the curriculum to the students. Dr. Flint stated that the committee needs some clarification regarding the comments in the memo. Dr. Flint stated that the typical format of a memorandum of request lists the new course numbers and the changes. Professor Vail-Smith remarked that while the explanation given for the changes was clear, she wonders about the renumbered courses and whether they are dramatically different from the previous ones. Dr. Ratcliff suggested that it would be best to delete the old courses and come forward with new courses. She stated that the faculty already had developed the course proposals but just needed to revise a few items that could be summarized in the memo. Dr. Ratcliff further stated that the proposals must make it clear if the courses have prerequisites or co-requisites. She explained that Change #9 listed in the memo was difficult to perceive because it is not the same information as listed in the course catalog. Dr. Wells that the charts were off of the department website, and she agreed to make changes.

With regard to FINA 3544, Dr. Reaves asked about the course title and whether the word “commercial” could be added to the course description. Professor Vail-Smith stated that the course justification needed to be more specific about this course, and to do this they could include the specific justification included in the memo. She added that this specificity was true for all the courses. Dr. Wells agreed to make these changes.

With regard to FINA 4600, Professor Vail-Smith mentioned that this course doesn't follow the format used before in the course objectives that included “Think, Value, Communicate.” Dr. Wells stated that she would make this change now to be more consistent.

With regard to FINA 4700, Dr. Ratcliff stated that course title should be clarified by adding the word “advanced.” Dr. Reaves responded that the student level is not typically included in the title, and she asked Dr. Wells if they wanted to call it a “Capstone course.” Dr. Wells stated that she preferred to include the word “advanced” within the course title. Dr. Ratcliff reminded they revise the course objectives to list “Think, Value, and Communicate” as used with the others. Professor Vail-Smith stated that the last objective, writing a paper, is not really an objective; she suggested that they consider what the goal of the paper is. Verbs such as explain, delineate, evaluate, and synthesize were provided as options. Dr. Ratcliff asked if in the first objective the word “identify” might be changed to “describe.” She also stated that the faculty should show some examples of what would be used for the textbook resources.

Regarding FINA 4750, Professor Vail-Smith stated that the word “comprehend” should be removed from the first course objective (Item 23b) and be replaced with the word “identify.” The same is true for the 6th objective that begins with the word

“comprehend” and should be replaced by “identify.” Dr. Reaves asked about why one of the required textbooks was about accounting, and Dr. Wells replied that accounting is part of the whole course.

- Action Taken: A motion to approve as amended was made by Professor Vail-Smith and seconded by Dr. Ratcliff. The motion was approved.

2. Renumbering and Revision of Existing Courses: FINA 3884 (to 4500), FINA 4354 (to 3564)

- Discussion: With regard to FINA 4500, the course should be listed as a new course, so the first box should be checked in Item 5. Since this is not a course revision, remove the Item 8 explanation. Professor Vail-Smith noted that there was no author listed for the textbook, and for Item 23c they should remove the phrase “Click here to enter text.”
- With regard to FINA 3564, Professor Vail-Smith stated that the word “commercial” should be added before “liability insurance marketplace” in the course description because it seems to be an important element mentioned in the course justification. Like FINA 4500, this is another new course so the same changes should be made. Professor Vail-Smith stated that the faculty should fix the last bullet point on the course objectives. Dr. Wells agree to make these changes.
- Action Taken: A motion to approve as amended was made by Professor Vail-Smith and seconded by Dr. Ratcliff. The motion was approved.

3. Prerequisite Revision of Existing Courses: FINA 3154, 4352

- Discussion: Regarding the prerequisite revision of FINA 3154, Professor Vail-Smith stated the faculty should clarify if this course would be taught in both semesters.
- Action Taken: A motion to approve as amended was made by Professor Vail-Smith and seconded by Dr. Ratcliff. The motion was approved.

4. Revision of Existing Degree: BSBA in Finance

- Discussion: Regarding the marked catalog copy, Dr. Ratcliff reminded the faculty to check to make sure all changes made in the course proposals are also made on the marked catalog copy.
- Action Taken: A motion to approve as amended was made by Professor Vail-Smith and seconded by Dr. Ratcliff. The motion was approved.

VII. Old Business

1. UCC Leadership

- Discussion: N/A
- Action Taken: The topic was tabled for a future meeting.

VIII. New Business

1. Undergraduate Certificate Application (approved form imported below)

- Discussion: Karen Summey described the summary of the changes to the Certificate Form. There has been some discussion among faculty about the “sequencing” so that is being eliminated to avoid confusion. There were some more editorial changes. A table was added to the top of the application form to make it easier to use by the administrative staff. The changes reduced the size of the application form and made it easier to complete. Professor Vail-Smith asked about notification to other units regarding new certificates, and Ms. Nicholson answered that there is only notice given if another unit has duplicate coursework. Ms. Nicholson stated that they try to catch the duplications right away, and if it is noticed then they ask that the unit give notice to affected units. Dr. Reaves stated that they are checking to see if there is a duplicate certificate or use of the same CIP code. Dr. Flint stated that every unit should have a designated person checking these agendas to see if there is a conflict with their unit. Ms. Summey suggested that the check off box for “Is this a teacher certification program” be moved to the top of Item 14 on the form.
- Action Taken: Motion to approve as amended by Dr. Wallen and seconded by Dr. Richardson. The motion was approved.

2. Proposal Form

- Discussion: Ms. Nicholson made changes to the proposal form and signature form to eliminate repetitive actions and confusion and to make a more streamlined form. She stated that the separate budgetary memo will be eliminated and the information instead will be included in the regular memo with a sign-off on the signature form. Now that the faculty is aware of the budgetary information, this information can just be included in the memo of request. The signature of the chair on the signature page will signify that he/she is aware of the budget and will be responsible for the allocated funds if needed. Ms. Nicholson stated that all the forms should be converted to PDF format that can be edited in Adobe Reader (Dr. Flint says you can do this on Preview). Ms. Nicholson stated that the New Course Proposal form has check boxes at the top of the form that will make the process easier to check for proper signature for WI, FC, etc. or see if they have the proper notification. She stated that she could add to the form the date the faculty approved the course. The form lists the content items to consider with each requested action and items that may need to be revised. A question was raised concerning whether renumbering a course to a different level is considered a course revision. Dr. Flint says that any time a course proposal comes before us—we have the right to scrutinize the course. With the revised proposal form, the faculty can check a primary instructional format and then break that down to specific contact hours for each format. Professor Vail-Smith stated that the justification heading should list “identify the gap.” Dr. Reaves stated that the Primary instructional format could list “Column 1” first and “Column 2” second. She stated that Item 11 (Affected degrees or academic programs within your unit) will make it easier for Ms. Nicholson to screen the packages because faculty will list the degrees in the unit that are affected by this course. Ms. Nicholson will then be able to check to see they included marked catalog copy. Item 13 will list how the course will impact degrees in OTHER units, and then the committee

could check to see if notifications are included. Additionally, if your course appears listed within some other unit's catalog text, then Ms. Coltraine can check on this. Then Item 14 on the form where the content may overlap with another unit. Professor Vail-Smith states that we should state "potential for overlap of course content" or "potential for duplication of course content." Dr. Reaves says this could be our first reading of the revised form, and then we could have a second reading at our next meeting.

- Action Taken:
Presented for information to the committee, and to be brought back before the committee at the next meeting for approval of the revised version.

3. Signature Form

- Discussion: The committee was shown the revised signature form that now includes signatures for the unit chair and College dean indicating approval and support of the budgetary impact of the package.

Action Taken: Presented for information to the committee, and to be brought back before the committee at the next meeting for approval of the revised version.

Curricular Actions Reviewed	At this meeting:	To date, to include this meeting:
Banked courses		0
Discontinued certificates		2
Deleted concentrations		7
Deleted courses (active and/or banked)	1	328
Discontinued degrees		7
Discontinued minors		0
New certificates		1
New concentrations		0
New courses	4	31
New bachelor's degrees (Phase II - development)		0
New bachelor's degrees (Phase III – curriculum approval); consolidations		1
New minors		0
Prefix Revision of an Entire Course List		1
Renumbered courses (same or different level)	2	13
Revised courses (e.g., title, description, content, prereq., prefix)	15	87
Revised degrees (e.g., admissions, core/concentration req., dept. text)	5	26
Revised certificates		0
Revised minors	3	5
Unbanked courses		0

NEXT MEETING: March 26, 2015

Dr. Ratcliff made a motion to adjourn at 6:00 pm. The motion passed and the meeting was adjourned.

Respectfully Submitted by

Mark D. Richardson
Secretary of the UCC

Policies and Procedures for New Undergraduate Certificate Programs

A. Introduction

Undergraduate certificate programs may be created within the structure of undergraduate academic units. Students may be awarded these certificates upon completion of a well-defined program of coursework. The undergraduate certificate is not defined as a degree, rather, it is a focused collection of courses that, when completed, affords the student some record of coherent academic accomplishment in a given discipline or set of related disciplines. However, the undergraduate certificate is not viewed as a guaranteed means of entry into a degree program. While the courses comprising an undergraduate certificate may be used as evidence in support of a student's application for admission to a degree program, the certificate itself is not considered to be a prerequisite. The didactic material encompassed within an undergraduate certificate program may represent a more practice-oriented subset of an existing undergraduate discipline. The title of any undergraduate certificate program should contain the words certificate or certification.

B. Process of Approval for New Undergraduate Certificate Programs

Proposals for new undergraduate certificate programs are created and submitted by constituent faculty for review by the University Curriculum Committee (UCC) and approval by the Faculty Senate. Each proposal must include a signed endorsement by all of the department chairperson(s) and dean(s) of the college or professional school(s) contributing to the organization and administration of the certificate. In the case of interdisciplinary certificate programs, the administrator ultimately responsible must be identified. New undergraduate certificate programs offered in collaboration with other universities must also be endorsed by the collaborating department(s) at the other institutions and must meet the requirements of the UNC General Administration (UNC GA). The Faculty Senate considers the merit of all undergraduate certificate proposals, and makes recommendations for approval/disapproval to the Academic Council. The certificate proposal will be submitted to the Educational Policies and Planning Committee (EPPC). Those approved by the EPPC, Faculty Senate, and Academic Council are then recommended to the chancellor for approval. The Office of the Chancellor will authorize notification of approved certificates to the UNC GA and the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).

C. Criteria for Approval of Certificate Programs

Criteria for approval of new undergraduate certificate programs include the following:

1. A demonstrated need for the certificate must exist.

2. The proposed coursework must meet a clear and appropriate educational objective at the baccalaureate level.
3. The proposed program must achieve its educational objective/s (learning outcome/s) in a well-designed, cohesive, and timely manner.
4. An appropriate number of credit hours must comprise the certificate program. The number of undergraduate credits may not be less than twelve semester hours or more than one-half of the semester hours necessary for a related undergraduate degree.

D. Policies Governing Certificate Admission Criteria and Subsequent Admission to Undergraduate Degree Programs

The certificate admissions criteria and policies governing the relation of certificates to undergraduate degree programs include the following:

1. Admission to ECU and enrollment in an academic program are required.
2. Each certificate program sets the minimum admissions requirements for the certificate (e.g., grade point average, minimum TOEFL scores, standardized test scores, work experience). All certificate candidates must be informed at the time of their acceptance that admission to and completion of a certificate program does not supersede the admission requirements to a degree program should they subsequently apply to an undergraduate degree program.
3. Each undergraduate program must decide which, if any, certificate courses can be counted toward the undergraduate degree. The certificate student must be informed at the time of admission into the certificate program how many semester hours can be applied toward an undergraduate degree.
4. Undergraduate students currently enrolled in an undergraduate degree program may simultaneously pursue an undergraduate certificate, if approved by their academic advisor or undergraduate program director and the certificate program director.
5. The certificate program director will note successful completion of a certificate program to the Office of the Registrar to ensure notification on the student's transcript. The certificate will be awarded to a baccalaureate student upon completion of the degree program or to a post-baccalaureate student upon completion of the certificate hours.
6. Students pursuing an undergraduate certificate will be required to meet the academic retention requirements approved by the certificate program.

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An undergraduate certificate student may enroll on either a part-time or a full-time basis, as determined by the certificate program director.

The rationale for requiring formal enrollment in undergraduate certificate programs is based on the need for proper allocation of instructional resources and the desire to afford the certificate students access to the desired undergraduate courses.

E. Certificate Program Review

All undergraduate certificate programs will be reviewed within the course of regular undergraduate program assessment and review.

F. Completion of the New Certificate Program Application Form

All new undergraduate certificate program proposal packages must include the completed certificate program application form included below in addition to documents required by the unit, college/school curriculum committee, UCC, Faculty Senate, EPPC, or other approving bodies.

DRAFT

New Undergraduate Certificate Program Application Form

For consideration by the Faculty Senate all proposals will be reviewed by the University Curriculum Committee and the Educational Policies and Planning Committee. Proposals for new undergraduate certificate programs must contain the following information:

Proposed certificate title	Click here to enter text.
Proposed 6-digit CIP code http://nces.ed.gov/ipeds/cipcode/browse.aspx?y=55	Click here to enter text.
Academic home of certificate:	
College/school	Click here to enter text.
Department	Click here to enter text.
Required credit hours	Click here to enter text.
Minimum number of weeks to complete certificate (fall and spring = 16 weeks each; summer = 11 weeks) Include prerequisites in calculation.	Click here to enter text.
Expected delivery method (check all that apply)	
Resident on-campus	<input type="checkbox"/>
Distance education (50% or more of instruction is offered online)	<input type="checkbox"/>

1. State the need for the proposed program and the basis for such a need supported by either externally or internally derived data.
2. State the broad educational objectives of the program.
3. Consult with Institutional Assessment for assistance with development of student learning outcomes for the program as they will be reported in TracDat. List the student learning outcomes here.
4. Is there a sequential order of courses for this certificate program? Yes No

If yes, list courses in sequential order.

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For existing courses, copy course description directly from the university's undergraduate catalog. Format new course listings in like manner.

5. Describe how the proposed coursework will meet the stated educational objectives.
6. Describe the relationship of the certificate program with other programs offered at ECU, including any existing "parent" degree(s) and respective CIP code(s) from which certificate courses are derived. If applicable, the statement should also describe how the certificate may affect other departments or units. Supporting documentation of consultations with affected units is required and should be attached to the proposal.
7. State the admissions and academic retention standards for successful completion of the certificate program. This should include whether the certificate will be a standalone, or whether it can be completed *only* by a student already admitted to an existing degree program.
8. Estimate the number of certificates to be awarded in the first five years.

Year 1	Year 2	Year 3	Year 4	Year 5
Click here to enter text.				

9. Specify any professional licenses or examinations for which graduates of the certificate may qualify.
10. State how the effectiveness of the certificate program will be evaluated. A quality enhancement plan addressing how the program will be further improved should then be developed.
11. Describe the proposed certificate's impact on campus resources.
12. List the name, unit, rank, and department of faculty associated with, or contributing to, the certificate program, either by teaching one or more of the courses or participating in the design of the coursework. Faculty members must be credentialed to teach the subject matter of the proposed certificate program.
13. Provide the name and curriculum vita of the faculty member who will be designated as the coordinator of the program for purposes of communication with the university community.

14. Is this a teacher certification program? Yes No

If no, skip to question 15.

Teacher certification programs only: It is a faculty responsibility to determine whether or not to seek Title IV financial aid eligibility. Options include:

- a. If students are enrolled in a degree program, then financial aid for the certificate is already covered under the student's normal program of study.
- b. For students seeking teacher certification (e.g. TESOL or international teaching) *only*, the student must have an earned baccalaureate degree, and the post-baccalaureate teacher certification program must be included on the academic program inventory. In order to qualify for financial aid, the teacher certification program must be included in the U.S. Department of Education's Program Participation Agreement (PPA) with ECU. If financial aid is offered, faculty will share responsibility for tracking graduation, gainful employment, and professional salary information of certificate students. This reporting is a federal condition for financial aid.

NOTE: Teacher licensure programs are different from teacher certification programs. Programs leading to teacher licensure are already covered under ECU's agreement with the U.S. Department of Education. Only teacher certification programs listed on the academic program inventory and included in the PPA are eligible for financial aid consideration.

The department chair of the academic home of the certificate should initial here to signify understanding of this federal reporting requirement. _____

Given these reporting requirements, do you wish to pursue Title IV financial aid eligibility for this certificate program? Yes No

15. Prepare marked catalog copy and submit as a separate Word document.

Marked Catalog Copy:

III. College of Fine Arts and Communication, School of Theatre and Dance

http://catalog.ecu.edu/preview_program.php?catoid=7&poid=1615&returnto=400

Interior Design, BS

The interior design major is accredited by the Council for Interior Design Accreditation (CIDA), the National Association of Schools of Art and Design (NASAD), and the National Kitchen and Bath Association (NKBA).

Students can declare the interior design major upon entry to the university or at a later time if they are in good academic standing (2.0 or higher GPA). ~~To declare the interior design major, students must have a C (2.0) or higher in IDSN 1180, IDSN 1181, IDSN 1281, IDSN 1500, IDSN 2800; ART 1905; and have a cumulative GPA of at least 2.5.~~ Admission into professional-level courses requires: completion of IDSN 1081, IDSN 1180, IDSN 1181, IDSN 1281, IDSN 1500, and IDSN 2800 with a C (2.0) or higher; a cumulative GPA of at least 2.5; ~~being declared into the major~~ and an acceptable level of proficiency in studio work as shown in the sophomore portfolio review.

Sophomore Portfolio Review: During the sophomore year, students submit portfolios which contain representative work from: IDSN 1081, IDSN 1181, IDSN 1281, IDSN 1500, and IDSN 2800. This work is evaluated by the interior design faculty, who recommend whether students are prepared to enter the professional-level interior design courses. Students who do not meet the level of proficiency needed for the professional-level courses have the opportunity to resubmit a portfolio a maximum of two additional times. Meeting the minimum standards does not guarantee entry into the professional level. Admission to professional-level courses is competitive and limited.

Policy on Student Projects: The IDMR department reserves the right to retain, exhibit, and reproduce design projects submitted by students for class assignments for the purpose of complying with accreditation and program requirements. Work submitted for grades is the property of the department until it is returned to the students. Minimum degree requirement is ~~120~~ **126** s.h. of credit as follows:

1. Foundations curriculum requirements including those listed below - 42 s.h.

(For information about courses that carry foundations curriculum credit see *Liberal Arts Foundations Curriculum*)

Choose 6 s.h. from:

- ART 1905 - The Dimensions of Art
- ART 1906 - Art History Survey
- ART 1907 - Art History Survey

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- ECON 2113 - Principles of Microeconomics
 - MATH 1065 - College Algebra
 - PSYC 1000 - Introductory Psychology
 - PSYC 3221 - Social Psychology

2. Core – 54 53 s.h.

- [IDSN 1081 - Drawing for the Interior Designer](#)
- IDSN 1180 - Interior Design Fundamentals
- IDSN 1181 - Interior Design Fundamentals Laboratory
- IDSN 1281 - Interior Design Graphics
- IDSN 1500 - Color and Light in Interior Design
- ~~IDSN 2040 - Textiles for Interiors~~
- IDSN 2281 - Computer-Aided Design in Interior Design
- IDSN 2700 - Historic Interiors I: 3000 BC Through Mid-Nineteenth Century
- IDSN 2750 - Historic Interiors II: Late Nineteenth and Twentieth Centuries
- IDSN 2800 - Interior Design I: Residential Design
- IDSN 2850 - Interior Design II: Commercial Design
- IDSN 3550 - Materials and Specifications for Interior Design
- IDSN 3600 - Interior Design III: Systems
- IDSN 3999 - Professional Procedures in Interior Design
- IDSN 4500 - Interior Design IV: Universal Design
- IDSN 4600 - Interior Design V: Commercial Design
- IDSN 4700 - Problems in Interiors
- IDSN 4880 - Interior Design Internship

Choose an additional 3 s.h. elective from:

- IDSN 3650 - Kitchen and Bath Design
- IDSN 4750 - Interior Design for Adaptive Reuse

3. Cognates - 12 s.h.

- ACCT 2101 - Survey of Financial and Managerial Accounting or
- ACCT 2401 - Financial Accounting
- MKTG 3832 - Marketing Management

Choose 6 s.h. from:

-
- MKTG 4362 - Retail Management
 - MKTG 4752 - Advertising and Promotion Management
 - MKTG 4790 - Distribution Management
 - MKTG 4975 - Electronic Commerce
 - MKTG 4992 - International Marketing

4. Restricted electives – 6 ~~12~~ s.h.

Choose 6 s.h. from:

- CMGT 4320 - Construction Sustainability (now Global Sustainable Construction)
- CMGT 4505 - Special Projects
- PLAN 4003 - Urban Form and Design
- PLAN 4046 - Planning and Design Studio
- PLAN 4050 - World Architecture and Urbanism
- PLAN 5985 - Historic Preservation Planning

~~Choose 3 s.h. elective from:~~

- ~~• ART 1005 - Design I~~
- ~~• ART 1015 - Design II~~
- ~~• ART 1020 - Drawing~~
- ~~• ART 1030 - Figure Drawing~~

~~Choose 3 s.h. elective from:~~

- ~~• ART 3950 - Architectural History of the Middle East Before 1600~~
- ~~• ART 4950 - Twentieth-Century Architecture~~

5. Electives to complete requirements for graduation.

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Courses

Interior Design

IDSN 3550 - Materials and Specifications for Interior Design

3

P: ~~IDSN 2040~~; Junior standing; IDMR major or ~~IDSN~~ minor; [IDSN 2800](#). Emphasis on product knowledge in the selection, specification and maintenance of interior materials and finishes through an ecological approach.

IDSN 3650 - Kitchen and Bath Design

3

1 lecture and 4 lab hours per week. P/C: [IDSN 3550](#) , [IDSN 3600](#) . Fundamentals of kitchen and bath design. Emphasis on design detailing, ergonomics considerations, and universal design criteria. Client project required.

IDSN 3999 - Professional Procedures in Interior Design

~~3~~2

2 lecture and 1 lab hours per week. P/C: [IDSN 3550](#) , [IDSN 3600](#) . Interior design ~~profession and support industries, career preparation and industry and business practices such as documentation, contracting, subcontracting, bidding, and management of interior design services.~~

IDSN 4880 - Interior Design Internship

3

200 work hours. P/C: [IDSN 3999](#); senior interior design major; consent of instructor. Work experience involving application of interior design knowledge and skills under direction of professional interior designer.

IV. College of Education, Department of mathematics, Science, and Instructional Technology Education

http://catalog.ecu.edu/preview_program.php?catoid=7&poid=1564&returnto=443

Mathematics, Secondary Education, BS

Credit toward ~~a mathematics major will~~ the degree will not be given in any MATH course with a grade less than ~~C-~~ C- (1.7) and in any MATE course or professional course with grade less than C (2.0). See College of Education, Licensure, for NC teacher licensure requirements. Minimum degree requirement is ~~126~~ 120 s.h. of credit as follows:

1. Foundations curriculum plus special requirements for licensure including those listed below - 42 s.h.

(For information about courses that carry foundations curriculum credit see *Liberal Arts Foundations Curriculum*.)

- PSYC 1000 - Introductory Psychology
- PSYC 2777 - Ethnocultural Psychology or
- SOCI 1010 - Race, Gender, Class

2. Core - ~~39~~ 42 s.h.

- MATE 2700 - Applications in Statistics and Probability
- MATE 2800 - Discrete Mathematics: Explorations and Applications
- MATE 3300 - Geometry for High School Teachers
- MATE 3367 - Mathematical Modeling
- MATH 2171 - Calculus I
- MATH 2172 - Calculus II
- MATH 2173 - Calculus III
- MATH 2300 - Transition to Advanced Mathematics
- MATH 3256 - Linear Algebra
- MATH 3263 - Introduction to Modern Algebra
- ~~MATH 3301 - Foundations of Geometry~~
- MATH 3307 - Mathematical Statistics I
- MATH 5322 - Foundations of Mathematics
- MATH elective numbered above 2999, excluding MATH 3229, 3237, 3239.

3. Professional courses - ~~28~~ 27 s.h.

- ~~Council for Teacher Education approved diversity course (3 s.h. course)~~
- EDUC 3200 - Foundations of American Education
- EDUC 4400 - Foundations of School Learning, Motivation, and Assessment or PSYC 4305 - Educational Psychology
- MATE 2123 - Early Experiences for ~~the Prospective Teacher~~ High School Mathematics Teaching
- MATE 4001 - Technology in Secondary Mathematics Education
- MATE 4324 - Internship in High School Mathematics
- MATE 4325 - ~~Internship~~ Seminar: Issues in High School Mathematics Internship Education
- READ 3990 - Teaching Reading in the Content Areas in the Secondary School
- SPED 4010 - Effective Instruction in Inclusive Classrooms

4. Specialty Area - 6 s.h.

- MATE 3523 - Teaching Topics in High School Mathematics
- MATE 4323 - ~~The Teaching of High School Mathematics in High School~~

5. Electives to complete requirements for graduation.

http://catalog.ecu.edu/preview_program.php?catoid=7&poid=1564&returnto=443

Mathematics Education

MATE 2123 - Early Experiences for ~~the Prospective Teacher~~ High School Mathematics Teaching
1 F, S

~~Minimum of 16 hours of directed observations and planned participation in appropriate school environments and 8 hours of seminar class instruction in the teaching area. For prospective teachers. May not count toward BA in MATH major or minor. P: MATH 2171 - Introduction to teaching of mathematics.~~ Minimum of 16 hours of directed observations and planned participation in appropriate mathematics environments. P: MATH 2171. Focus on the process of becoming a high school mathematics teacher, mathematical standards for teaching, and task-based pedagogy.

MATE 3523 - Teaching Topics in High School Mathematics
3 S

Fifteen hours of field experience (apprenticeship). P: MATE 2123. ~~Pedagogical focus on lesson planning for m~~ Major content areas in the high school mathematics curriculum, particularly algebra, geometry, and advanced mathematics topics. Pedagogical focus on lesson planning and discourse. ~~Fifteen hours of field experience.~~

MATE 4323 - ~~The Teaching of High School Mathematics in High School~~
3 F

~~4 hours per week. May not count toward BA in MATH or minor. P: Admission to upper division; MATE 2123. Modern methods and techniques used in teaching secondary school mathematics.~~

P: Admission to upper division; MATE 3523. Modern methods and techniques used in teaching high school mathematics. Pedagogical focus on lesson implementation and assessment of student learning. Twelve full days of field experience (pre-internship), with focus on classroom instruction.

MATE 4324 - Internship in High School Mathematics
10 S

Full-time, semester-long internship. ~~May not count toward BA in MATH or minor.~~ P: Admission to upper division; MATE 4323; C: MATE 4325; ~~READ 3990. Observation and supervised teaching in mathematics in assigned public secondary school classroom.~~ Teaching mathematics in a high school classroom in collaboration with and supervised by a licensed high school teacher of mathematics.

MATE 4325 – ~~Internship~~ Seminar: Issues in High School Mathematics Internship Education
13 S

~~May not count toward BA in MATH or minor.~~ P: Admission to upper division; MATE 4323; C: MATE 4324. ~~Individualized study of problems or issues.~~ Critical reflection on issues related to the internship and teaching high school mathematics.

V. College of Allied Health Sciences, Department of Clinical Laboratory Science

http://catalog.ecu.edu/preview_entity.php?catoid=7&ent_oid=620&returnto=449

CLSC 4430 - Clinical Chemistry I

~~2~~ 3 F

~~2~~ 3 lecture and 3 lab hours per week. P: 4 CHEM courses; 1 statistics course; C: CLSC 4431; or consent of instructor. Applies basic principles of analytical and biochemistry to measurement of chemical constituents in body fluids.

CLSC 4431 - Clinical Chemistry I Laboratory

1 F

2 lecture and 3 lab hours per week. P: 4 CHEM courses; 1 statistics course; C: CLSC 4430; or consent of instructor. Applies basic principles of analytical and biochemistry to measurement of chemical constituents in body fluids.

CLSC 4440 - Clinical Chemistry II

4 3 S

4 3 lecture ~~and 6 lab~~ hours per week. P: CLSC 4430, CLSC 4431; C: CLSC 4441; or consent of instructor. Applies basic principles of analytical and biochemistry to analysis of chemical constituents in body fluids and relationship to disease states.

CLSC 4441 - Clinical Chemistry II **Laboratory**

~~2 1 S~~

~~4 3 lecture and 6 lab~~ hours per week. P: CLSC 4430, CLSC 4431; C: CLSC 4440; or consent of instructor. Applies basic principles of analytical and biochemistry to analysis of chemical constituents in body fluids and relationship to disease states.

CLSC 4802 - Professional Practice Issues II

~~4 3~~ W I S

~~4 3~~ lecture hours per week. P: CLSC major. Professional issues related to current practice in clinical lab science including management theories and practices, fiscal management, personnel administration, and legal and ethical issues, all as related to practice as a clinical lab supervisor or manager, [introduction to lab computer systems](#), as well as completion of senior research project.

~~CLSC 4803 - Introduction to Clinical Laboratory Information Systems~~

~~2 S~~

~~2 lecture hours per week. P: CLSC major or consent of instructor.~~

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Clinical Laboratory Science, BS

A minimum cumulative 2.0 GPA in biology and chemistry courses is required for admission into the professional phase of the curriculum. Majors must maintain a minimum cumulative 2.0 GPA in all clinical laboratory science (CLSC) courses during the professional phase of the curriculum. A student earning a D (1.0) in any of the CLSC courses must petition the Department of Clinical Laboratory Science for probationary continuation. Minimum degree requirement is ~~131~~**127** s.h. of credit as follows:

1. Foundations curriculum requirements including those listed

below. - 42 s.h.

(For information about courses that carry foundations curriculum credit see *Liberal Arts Foundations Curriculum*)

- CHEM 1150 - General Chemistry I
- CHEM 1151 - General Chemistry Laboratory I
- CHEM 1160 - General Chemistry II
- CHEM 1161 - General Chemistry Laboratory II
- MATH 1065 - College Algebra

Recommended:

- PSYC 1000 - Introductory Psychology
- PSYC 2101 - Psychological Statistics

2. Core - ~~67~~63 s.h.

- CLSC 3410 - Hematology I Lecture and Laboratory
- CLSC 3411 - Hematology I Lecture and Laboratory
- CLSC 3420 - Hematology II Lecture and Laboratory
- CLSC 3421 - Hematology II Lecture and Laboratory
- CLSC 3430 - Clinical Immunology
- CLSC 3440 - Clinical Microscopy and Serology Lecture and Laboratory
- CLSC 3441 - Clinical Microscopy and Serology Lecture and Laboratory
- CLSC 4210 - Immunohematology Lecture and Laboratory
- CLSC 4211 - Immunohematology Lecture and Laboratory
- CLSC 4430 - Clinical Chemistry I
- CLSC 4431 - Clinical Chemistry I
- CLSC 4440 - Clinical Chemistry II
- CLSC 4441 - Clinical Chemistry II
- CLSC 4460 - Clinical Microbiology I
- CLSC 4461 - Clinical Microbiology I
- CLSC 4470 - Clinical Microbiology II
- CLSC 4471 - Clinical Microbiology II
- CLSC 4480 - Clinical Microbiology III
- CLSC 4481 - Clinical Microbiology III
- CLSC 4491 - Molecular Diagnostics in Clinical Laboratory Science I
- CLSC 4492 - Molecular Diagnostics in Clinical Laboratory Science II
- CLSC 4801 - Professional Practice Issues I
- CLSC 4802 - Professional Practice Issues II
- ~~CLSC 4803 - Introduction to Clinical Laboratory Information Systems~~
- CLSC 4992 - Clinical Education: Hematology, Coagulation, Urinalysis **

- CLSC 4993 - Clinical Education: Chemistry **
- CLSC 4994 - Clinical Education: Blood Bank and Serology **
- CLSC 4997 - Clinical Education: Microbiology **

3. Cognates - 22 s.h.

- BIOL 1150 - Principles of Biology: A Human Approach
- BIOL 1151 - Principles of Biology: A Human Approach Discussion
- BIOL 2110 - Fundamentals of Microbiology
- BIOL 2111 - Fundamentals of Microbiology Laboratory
- BIOL 2130 - Survey of Human Physiology and Anatomy
- CHEM 2250 - Quantitative and Instrumental Analysis
- CHEM 2251 - Quantitative and Instrumental Analysis Laboratory
- CHEM 2650 - Organic Chemistry for the Life Sciences
- CHEM 2651 - Organic Chemistry Lab for the Life Sciences

Note:

*Students must complete CLSC 4801, CLSC 4802 to satisfy the 3 s.h. requirement of writing intensive courses in the major.

**Affiliated hospitals for CLSC 4992, CLSC 4993, CLSC 4994, CLSC 4997 include Cape Fear Valley Medical Center, Fayetteville; CarolinaEast Medical Center, New Bern; Lenoir Memorial Hospital, Kinston; Nash Health Care System, Rocky Mount; Pitt County Memorial Hospital, Greenville; Wayne Memorial Hospital, Goldsboro; Wilson Medical Center, Wilson; and Federal Medical Center at Federal Correction Complex, Butner, NC.

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Clinical Laboratory Science Generalist Minor

A minor in clinical laboratory science generalist requires 24 s.h. as follows:

- CLSC 3430 - Clinical Immunology

22 s.h. of CLSC lecture or independent study courses chosen from:

-
- CLSC 3410 - Hematology I Lecture and Laboratory
 - CLSC 3420 - Hematology II Lecture and Laboratory
 - CLSC 4001 - Independent Study in Clinical Laboratory Science
 - CLSC 4002 - Independent Study in Clinical Laboratory Science
 - CLSC 4003 - Independent Study in Clinical Laboratory Science
 - CLSC 4430 - Clinical Chemistry I
 - CLSC 4440 - Clinical Chemistry II
 - CLSC 4460 - Clinical Microbiology I
 - CLSC 4470 - Clinical Microbiology II
 - CLSC 4480 - Clinical Microbiology III
 - CLSC 4500 - Research Problems in Medical Technology
 - ~~CLSC 4803 - Introduction to Clinical Laboratory Information Systems~~

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Clinical Microbiology Minor

A minor in clinical microbiology requires ~~27~~ 25 s.h. as follows:

- CLSC 3430 - Clinical Immunology
- CLSC 3440 - Clinical Microscopy and Serology Lecture and Laboratory
- CLSC 3441 - Clinical Microscopy and Serology Lecture and Laboratory
- CLSC 4460 - Clinical Microbiology I
- CLSC 4461 - Clinical Microbiology I
- CLSC 4470 - Clinical Microbiology II
- CLSC 4471 - Clinical Microbiology II
- CLSC 4480 - Clinical Microbiology III
- CLSC 4481 - Clinical Microbiology III
- CLSC 4491 - Molecular Diagnostics in Clinical Laboratory Science I
- CLSC 4492 - Molecular Diagnostics in Clinical Laboratory Science II
- ~~CLSC 4803 - Introduction to Clinical Laboratory Information Systems~~
- CLSC 4997 - Clinical Education: Microbiology

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Hematology and Immunoematology Minor

A minor in hematology and immunoematology requires ~~27~~ 25 s.h. as follows:

-
- CLSC 3410 - Hematology I Lecture and Laboratory
 - CLSC 3411 - Hematology I Lecture and Laboratory
 - CLSC 3420 - Hematology II Lecture and Laboratory
 - CLSC 3421 - Hematology II Lecture and Laboratory
 - CLSC 3430 - Clinical Immunology
 - CLSC 3440 - Clinical Microscopy and Serology Lecture and Laboratory
 - CLSC 3441 - Clinical Microscopy and Serology Lecture and Laboratory
 - CLSC 4210 - Immunohematology Lecture and Laboratory
 - CLSC 4211 - Immunohematology Lecture and Laboratory
 - ~~CLSC 4803 - Introduction to Clinical Laboratory Information Systems~~
 - CLSC 4992 - Clinical Education: Hematology, Coagulation, Urinalysis
 - CLSC 4994 - Clinical Education: Blood Bank and Serology

VI. College of Business, Department of Finance

http://catalog.ecu.edu/preview_entity.php?catoid=7&ent_oid=625&returnto=449

FINA 3154 - Principles of Risk Management and Insurance

3 F,S

P/C: MATH 2283, FINA 2244. Fundamentals of risk management and insurance, including property and liability insurance, workers compensation, employee benefits, and social security.

FINA 3544 - Commercial Property Insurance

3 F

P/C: FINA 3154. Principles of the commercial property insurance marketplace.

FINA 3564 - Commercial Liability Insurance

3 F

P/C: FINA 3154. Principles of the commercial liability insurance marketplace.

~~FINA 3884 – Corporate and Financial Risk Management~~

~~3 F,S~~

~~P: FINA 3154, FINA 3724. Risks faced by firms and the management options available for profit maximization, growth, and stability.~~

~~FINA 4354 – Commercial Property and Liability Insurance~~

~~3 F~~

~~P: FINA 3154. Principles of the property and liability insurance marketplace.~~

FINA 4500 - Risk Management I

3 F, S

P/C: FINA 3544, FINA 3564. Corporate risk management process, with special emphasis on risk exposure identification, analysis and treatment.

FINA 4600 - Risk Management II

3 F, S

P/C: FINA 4500. Risk financing variables and the optimal financing of corporate risk exposures. Enterprise risk management as it applies to both public and private entities.

FINA 4700 - Advanced Risk and Insurance Topics

3 F, S

P: FINA 3154. Advanced topics and current events in insurance, insurer operations and management, and the global insurance environment.

FINA 4750 - Insurance Market Operations

3 F, S

P: FINA 3154. Principles of the insurance marketplace including insurer operations, insurer regulation, and agency operations and management.

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Department of Finance

Scott Below, Chair, 3412 Bate Building

Programs

Bachelor's

- Finance, BSBA

Courses

Finance

- FINA 1904 - Personal Finance
- FINA 2244 - Legal Environment of Business
- FINA 3004 - Survey of Financial Management
- FINA 3144 - Financial Markets
- FINA 3154 - Principles of Risk Management and Insurance
- FINA 3500 - Money Management for Entrepreneurs
- [FINA 3544 - Commercial Property Insurance](#)
- FINA 3554 - Principles of Real Estate
- [FINA 3564 - Commercial Liability Insurance](#)
- FINA 3724 - Financial Management
- FINA 3824 - Financial Analysis and Planning
- ~~FINA 3884 - Corporate and Financial Risk Management~~
- FINA 3904 - Investments
- FINA 4244 - Insurance Law
- ~~FINA 4354 - Commercial Property and Liability Insurance~~
- FINA 4404 - Security Analysis and Portfolio Management
- FINA 4414 - Derivatives and Financial Risk Management
- FINA 4454 - International Finance
- [FINA 4500 - Risk Management I](#)
- FINA 4564 - Real Estate Appraisal
- [FINA 4600 - Risk Management II](#)
- FINA 4604 - Real Estate Financing
- FINA 4654 - Commercial Bank Management
- [FINA 4700 - Advanced Risk and Insurance Topics](#)
- FINA 4734 - Financial Management II
- [FINA 4750 - Insurance Market Operations](#)

- FINA 4854 - Employee Benefits and Retirement Planning
- FINA 4964 - Topics in Finance
- FINA 4984 - Topics in Real Estate

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Finance, BSBA

The BSBA in finance offers the student an opportunity to study a wide variety of financial topics. Concentrations are offered in finance and risk management and insurance. Finance concentration students interested in corporate or managerial finance should consider choosing among the following courses as possible electives: ACCT 3551, ACCT 3621, FINA 4414, FINA 4454, FINA 4734. Note: Students with an interest in banking or investments should consider the following courses as possible electives: FINA 4404, FINA 4414, FINA 4654, FINA 4734, and FINA 4964. Students with an interest in international finance should consider

FINA 4404

, FINA 4414, FINA 4454, and FINA 4964 as possible electives. Students with an interest in real estate should consider FINA 3554, FINA 4604, FINA 4654, and FINA 4964 as possible electives.

Minimum degree requirement is **123 s.h.** of credit as follows:

1. Foundations curriculum requirements including those listed below - 42 s.h.

(For information about courses that carry foundations curriculum credit see *Liberal Arts Foundations Curriculum*)

- COMM 2020 - Fundamentals of Speech Communication or
- COMM 2420 - Business and Professional Communication
-
- ECON 2113 - Principles of Microeconomics
- ECON 2133 - Principles of Macroeconomics
- MATH 1066 - Applied Mathematics for Decision Making
-
- PHIL 2274 - Business Ethics or
- PHIL 2275 - Professional Ethics

Choose 3.s.h.from:

- PSYC 1000 - Introductory Psychology
- SOCI 2110 - Introduction to Sociology

Choose 3 s.h. from:

One additional social science area: anthropology, communication, geography, history, political science, psychology, sociology.

2. Cognates - 6 s.h.

- ENGL 3880 - Writing for Business and Industry
- MATH 2283 - Statistics for Business

3. Business core - 36 s.h.

- ACCT 2401 - Financial Accounting
- ACCT 2521 - Managerial Accounting
- FINA 2244 - Legal Environment of Business
- FINA 3724 - Financial Management
- MGMT 3302 - Management of Organizations
- MGMT 4842 - Strategic Management
- MIS 2223 - Introduction to Computers
- MIS 3063 - Introduction to Management Information Systems
- MKTG 3832 - Marketing Management
- OMGT 3123 - Operations and Supply Chain Management
- OMGT 3223 - Business Decision Modeling

Choose one international perspectives course from:

- ACCT 4451 - International Accounting
- FINA 4454 - International Finance
- MGMT 3352 - International Business
- MKTG 3852 - Cultural Environment of International Business
- MKTG 4992 - International Marketing

4. Concentration area - 18 s.h.

(Choose one.)

Finance:

- FINA 3144 - Financial Markets
- FINA 3824 - Financial Analysis and Planning
- FINA 3904 - Investments

Choose 9 s.h. from (a minimum 6 s.h. must be above 3999 or have an ACCT prefix):

- ACCT 3551 - Intermediate Accounting I
- ACCT 3621 - Cost Accounting
- FINA 3154 - Principles of Risk Management and Insurance
- FINA 3554 - Principles of Real Estate
- FINA 4404 - Security Analysis and Portfolio Management
- FINA 4414 - Derivatives and Financial Risk Management
- FINA 4454 - International Finance
- FINA 4604 - Real Estate Financing
- FINA 4654 - Commercial Bank Management
- FINA 4734 - Financial Management II
- FINA 4964 - Topics in Finance

Risk Management and Insurance:

- FINA 3154 - Principles of Risk Management and Insurance
- ~~FINA 3884 - Corporate and Financial Risk Management~~
- ~~FINA 4354 - Commercial Property and Liability Insurance~~
- ~~FINA 4854 - Employee Benefits and Retirement Planning~~
- FINA 3544 - Commercial Property Insurance
- FINA 3564 - Commercial Liability Insurance
- FINA 4500 - Risk Management I
- FINA 4700 - Advanced Risk and Insurance Topics

Choose 6 3 s.h. from

- ~~FINA 3144 - Financial Markets~~
- ~~FINA 3554 - Principles of Real Estate~~
- FINA 3904 - Investments
- ~~FINA 4244 - Insurance Law~~

- FINA 4600 - Risk Management II
- FINA 4750 - Insurance Market Operations
- FINA 4964 - Topics in Finance
- MKTG 4762 - Services Marketing

5. Leadership and Professional Development - 9 s.h.

- BUSI 1200 - Strategy First
- BUSI 2200 - Experiential Leadership: Teams in Action
- BUSI 3200 - Professional Development and Ethical Leadership
- BUSI 4200 - Leadership Capstone
- Leadership and Professional Development Portfolio must be completed prior to graduation.

6. Electives to complete requirements for graduation.
