

UNIVERSITY OF ILLINOIS
AT URBANA-CHAMPAIGN

EP.11.36

Office of the Provost and Vice Chancellor
for Academic Affairs

Swanlund Administration Building
601 East John Street
Champaign, IL 61820



March 30, 2011

Abbas Aminmansour, Chair
Senate Committee on Educational Policy
Office of the Senate
228 English Building, MC-461

Dear Professor Aminmansour:

Enclosed is a copy of a proposal from the College of Business to revise the minor in Business for Non-Business majors.

This proposal has been approved by the appropriate committees at the college and department levels in the College of Business. It now requires Senate review.

Sincerely,

Kristi A. Kuntz
Assistant Provost

KAK/njh

Enclosures


c: L. DeBrock
W. Qualls
K. Waspi

UNIVERSITY OF ILLINOIS
AT URBANA-CHAMPAIGN

College of Business
Office of the Dean
260 Wohlers Hall
1206 South Sixth Street
Champaign, IL 61820-6980



TO: Kristi Kuntz
Assistant Provost for Undergraduate Education
Provost & Vice Chancellor for Academic Affairs
Swanlund Administration Building
601 E. John, MC - 304

FROM: Larry DeBrock
Joseph and Margot Lakonishok Endowed Dean 

DATE: March 15, 2011

RE: Approval for modifying an Undergraduate Minor in Business for Non-Business Majors:
The College of Business

The College of Business requests approval of the Department of Business Administration to modify the Minor in Business for Non-Business Majors. A copy of the request by Professor William Qualls is enclosed.

The appropriate committees at the department and college levels have reviewed this proposal and approval has been recommended. I also recommend approval.

If you have questions, please call 333-2747.

/pm
Enclosure

Cc: Kevin Waspi, Chair, College of Business, Educational Policy Committee
William Qualls, Head, Department of Business Administration

Proposal to the Senate Committee on Educational Policy to Establish or Modify an Undergraduate Minor

Title of the minor: Minor in Business for Non-Business Majors; The College of Business

Sponsoring units: The Department of Business Administration and the College of Business

Faculty contact: William Qualls; (217) 265-0794, wqualls@illinois.edu

Brief description of the program of study: The Business Minor is designed for students pursuing majors in colleges other than the College of Business. The minor provides course work through which a student can obtain skills and learn tools used in business. Students will learn the theories, techniques and concepts of Accounting, Marketing, Management and Finance. The Business Minor provides a background that will be useful for Non-Business students who wish to pursue careers in their majors, working for a business or by creating their own businesses.

Justification for modifying minor: The Minor in Business for Non-Business Majors is in violation of our campus's Minor Guidelines. The guideline violation is the minimum of 16 hours of course work in the sponsoring unit. The minor has 12 hours of course work in the College of Business. To remedy this violation, the College of Business and the Department of Business Administration request modifying the minor's course requirements to include the new **College of Business Elective Course requirement**.

The proposed Business Administration Elective Course requirement was not required in the past when the Department of Economics was an academic unit within the College of Business. The minor's previous prerequisite courses were Economics 102 & Economics 202, two additional courses in the College of Business. The minor was not in violation with the two Economics courses and when the Department of Economics was in the College of Business.

Proposed New Minor Course Requirements:

Core Course Requirement

Accountancy 200	Fundamentals of Accounting	3 hours
Business Administration 310	Management and Organizational Behavior	3 hours
Business Administration 320	Principles of Marketing	3 hours
Finance 221	Corporate Finance	3 hours

College of Business Elective Course Requirement

Students **must select at least two College of Business** courses from the list of approved courses to fulfill the elective course requirement.

The list of approved College of Business courses is found on the College of Business's Minor website http://business.illinois.edu/undergrad/prospective_students/minors/business_minor.html

All 300 and 400 level Business Administration courses are either 3 or 4 hours.

Prerequisites for the minor:

The four prerequisite courses **are from outside** of the College of Business

Computer Science 105	Introduction to Computing: Non-Tech	3 hours
Economics 102	Microeconomic Principles	3 hours
Mathematics 234	Calculus for Business I	4 hours
Statistics 100	Statistics	3 hours

Expected enrollment in the minor: 350 students

Admission to the minor: The Department of Business Administration and the College of Business's Office of Academic Records will jointly administer and monitor the admission process for the minor. Admission to the minor is competitive. Applicants must be in Academic Good Standing. Admission is based upon the Cumulative Grade Point Averages of the pool of applicants. All four of the required prerequisite courses for the minor must have been taken for a Letter Grade. Grade exceptions will be made for prerequisite courses that are fulfilled by Advanced Placement credits. Students are admitted by application (The Statement of Intent to Pursue A Campus-Approved Minor) into the minor. Applications are accepted during the Spring semester in the College of Business's Office of Undergraduate Affairs.

Minor advisor: Students enrolled in the minor will be advised by either the Department of Business Administration's Academic Coordinator-Student Advisor or the Office of Academic Records's Records Officer. Advising will include admission requirements and protocol, course selection and certification questions and issues.

Certification of successful completion: The College of Business's Office of Academic Records is responsible for certifying the successful completion of the Minor in Business for Non-Business Majors. All students must be in Academic Good Standing and achieve a grade point average of 2.0 or higher in each of the courses in the College of Business

Proposed Effective Date: May 22, 2011

Statement for the 2011-2012 Programs of Study Catalog: The Business Minor is designed for students pursuing majors in colleges other than the College of Business (BUS). The minor provides course work through which a student can obtain skills and learn tools used in business. Students will learn the theories, techniques and concepts of Accounting, Marketing, Management and Finance. The Business Minor provides a background that will be useful for Non-Business students who wish to pursue careers in their majors, working for a business or by creating their own businesses. The Business Minor is not available to Business majors or Technology and Management Minor students. The minor is not to be considered as preparation for transfer into the College of Business to earn a business degree.

Admission to the minor is competitive, based upon the cumulative GPA of the pool of applicants. All courses required for the minor must be taken for a grade. Grade exceptions will be made for prerequisite course requirements that are fulfilled by AP credit. Students are admitted by application into the Business minor. Applications are accepted during the spring semester each year in the Office of Undergraduate Affairs, 1055 Business Instructional Facility.

Application Requirements:

1. Have earned at least 60 hours by the end of the spring semester of application.
2. Have completed or concurrently enrolled in the prerequisite courses during the spring semester of application: Please see Business Minor website for approved substitute prerequisite courses-
http://business.illinois.edu/undergrad/prospective_students/minors/business_minor.html

All students must be in Academic Good Standing (2.0 GPA or higher). In addition, a Cumulative 2.0 GPA is required in the four prerequisite courses. Application is made by submitting the "Statement of Intent

to Pursue a Campus-Approved Minor" to the Undergraduate Affairs Office and completing the On-line Registration Form which can be accessed in May at the Business Minor website- http://business.illinois.edu/undergrad/prospective_students/minors/business_minor.html. Applications will be reviewed by the college in May. All applicants will be notified of a decision by the end of May. Planning to pursue a Business minor does not offer special registration privileges.

Only students officially admitted by the College of Business may pursue the minor.

Prerequisite Courses

Computer Science 105	Introduction to Computing: Non-Tech
Economics 102	Microeconomic Principles
Mathematics 234	Calculus for Business I
Statistics 100	Statistics

Core Course Requirement

Accountancy 200-Fundamentals of Accounting (Enrollment only in the Fall Semester of year of acceptance) **Enrollment is restricted to approved students.**

Business Administration 310-Management and Organizational Behavior-**Enrollment is restricted to approved students based on limited seating in the Fall and Spring of the academic year. In addition open Enrollment is available in Summer Sessions or in On-Line course.**

Business Administration 320-Principles of Marketing -**Enrollment is restricted to approved students based on limited seating in the Fall and Spring of the academic year. In addition open Enrollment is available in Summer Sessions or in On-Line course.**

Finance 221-Corporate Finance; Prerequisite: Accountancy 200 -**Enrollment is restricted to approved students based on limited seating in the Fall and Spring of the academic year. In addition open Enrollment is available in Summer Sessions or in On-Line course.**

Note: Accountancy 200, Business Administration 310, Business Administration 320 and Finance 221 must be taken on the UIUC campus. No exceptions will be made for Study Abroad credits.

Business Administration Elective Course Requirement

Students **must select at least two College of Business** courses from the list of approved courses to fulfill the elective course requirement.

The list of approved Business Administration courses is found on the College of Business's Minor website http://business.illinois.edu/undergrad/prospective_students/minors/business_minor.html

Note: College of Business Elective courses may be taken **only** after you have fulfilled any Elective course prerequisites.

CLEARANCES:

[Signature] 3/11/11
Head/chair of the sponsoring department or unit Date

Keirna Waard 3-11-2011
Chair, College Educational Policy Committee Date

[Signature] 3.16.2011
Dean of the college of the sponsoring department or unit Date

Chair, Senate Educational Policy Committee Date