Curriculum Change Proposal Form: Bachelor of Science in Human Resource Management

1) Unit proposing the change: Economics, Accounting and Business
2) Please check all appropriate items:

<table>
<thead>
<tr>
<th>New Course:</th>
<th>Course Change:</th>
<th>Course Deletion:</th>
<th>Program Changes:</th>
<th>New Programs:</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ New Course Creation*&lt;sup&gt;1&lt;/sup&gt; (include title, credits, description, etc.)</td>
<td>□ Add to LAE&lt;sup&gt;3&lt;/sup&gt;</td>
<td>□ Remove a Course&lt;sup&gt;2&lt;/sup&gt;</td>
<td>□ Change to Major&lt;sup&gt;7&lt;/sup&gt;</td>
<td>□ New Degree&lt;sup&gt;7&lt;/sup&gt;</td>
</tr>
<tr>
<td>□ Course to be Cross Listed&lt;sup&gt;2&lt;/sup&gt;</td>
<td>□ Remove from LAE&lt;sup&gt;3&lt;/sup&gt;</td>
<td>□ Remove a course that is currently in the LAE&lt;sup&gt;4&lt;/sup&gt;</td>
<td>□ Change to Minor&lt;sup&gt;7&lt;/sup&gt;</td>
<td>□ New Program in principle&lt;sup&gt;4&lt;/sup&gt;</td>
</tr>
<tr>
<td>□ Course to be included in LAE&lt;sup&gt;1, 4&lt;/sup&gt;</td>
<td>□ Add to Cross-List Status&lt;sup&gt;5&lt;/sup&gt;</td>
<td></td>
<td>□ Change to LAE (change to the LAE itself)&lt;sup&gt;4&lt;/sup&gt;</td>
<td>X New Program with curriculum&lt;sup&gt;4&lt;/sup&gt;</td>
</tr>
<tr>
<td>□ Course Included in Major/Minor Requirements&lt;sup&gt;3&lt;/sup&gt;</td>
<td></td>
<td></td>
<td>□ Delete a Minor</td>
<td></td>
</tr>
<tr>
<td>□ Special Course or non-credit workshop&lt;sup&gt;6&lt;/sup&gt;</td>
<td></td>
<td></td>
<td>□ Change to Degree Requirements&lt;sup&gt;4&lt;/sup&gt;</td>
<td></td>
</tr>
</tbody>
</table>

<sup>1</sup> Curriculum Committee receive & report to faculty 
<sup>2</sup> 30 day faculty review required 
<sup>3</sup> LAE assessment plan with assessment committee review required prior to CC consideration 
<sup>4</sup> Full Faculty approval required 
<sup>5</sup> Curriculum Committee for action, approval published to faculty 

3. Proposed term of initial offering or implementation date: Initial Offering: Spring 2012 (pilot) Full implementation: Fall 2012

4. Please provide the following information here or attached:
   a. recommended level: FR SO JR SR
      The major is designed as a degree-completion program offered through the Muskingum Adult Program.
   b. credit hours: 45
   c. title: Bachelor of Science in Human Resource Management
   d. requirements it will satisfy: (major, minor, LAE, licensure): New major
   e. prerequisites or other special conditions: Students must have work experience and hold an Associate’s Degree or equivalent college-level credit
   f. description of change:
      The BS in Human Resource Management is a new major that is part of a cluster of Bachelor of Science in Business majors that share a common core program. The major is designed for transfer students with associate’s degrees or equivalent college credit. As a BS degree, the major applies scientific and analytical tools to find solutions to the challenges of human resource management. The major includes a foundational course - BUSI 321 Organizational Management - and culminates in a seminar requiring application of learning to real-world problem-solving.
   g. proposed catalog description:
      The Bachelor of Science in Human Resource Management prepares students for professional positions as Human Resource Management generalists in diverse organization forms such as for-profit and nonprofit firms, private and public sector organizations. As a BS degree, the major prepares students to apply human resource management theory, analytical tools and information technology to sustain the organization. Students apply knowledge of human
behavior, labor relations, and current laws and regulations to produce a working environment that is safe, fair, compliant with applicable regulations, and where employees are motivated and respected.

h. justification for change:
The major is designed to serve the career goals of adult students with workplace experience. It is a degree-completion program that builds on the academic preparation and experience of students who have earned an associate's degree or hold equivalent college-level credits.

i. staffing considerations:
(1) can be taught by present staff
(2) will require additional staff [X] No additional full-time staff are needed. Additional adjunct faculty for the program will hold academic credentials as well as professional experience.

j. anticipated frequency of offering: The major will be scheduled to accommodate completion within two years of full-time study.

(1) every semester
(2) once a year
(3) alternate years

k. resources (facilities, equipment, supplies, library materials, etc.):
Instructional resources will be funded through Graduate and Continuing Studies.

5. Signatures:
Department Chair: [Signature]
(please attach department discussion summary)
Date: 8/26/11
Department Vote:
in favor 7 opposed 0 abstentions 0

Vice President for Graduate and Continuing Studies: (if applicable) [Signature]
in favor or opposed or abstain (circle one)
(please attach comments)
Date: __/__/____

Teacher Preparation Programs [Initial Licensure]: (if applicable) _______________________
in favor or opposed or abstain (circle one)
(please attach comments)
Date: __/__/____

Division Coordinator: [Signature]
(please attach department and division discussion summaries)
Date: 8/26/2011
Division Vote:
in favor 24 opposed 0 abstentions 0

Committee Chair (VPAA): [Signature]
Date: 9/8/11
Curriculum Committee vote:
in favor 8 opposed 0 abstentions 0
6. Date of Resolution:
   (a) 30-day approval period ends
   (b) date of faculty meeting for consideration

NOTE: See APAP section 110 for more information regarding changes to curriculum.
APPENDIX I  Curriculum Plan

The Bachelor of Science in Human Resource Management is one of three majors that comprise a Bachelor of Science Business Cluster of majors designed for adult students who have completed an associate's degree or equivalent college-level credit and who have work experience. The three majors - B.S. Business Administration, B.S. Human Resource Management and B.S. Marketing - are baccalaureate programs preparing students to apply business theory, analytical tools and information technology to the goals and challenges of business administration (e.g. finance, innovation, logistics, quality control, problem solving and strategy).

The Bachelor of Science in Human Resource Management prepares students for graduate programs in business and for professional positions as Human Resource Management generalists in diverse organization forms such as for-profit and nonprofit firms, private and public sector organizations. As a BS degree, the major focuses on human resource management theory, analytical tools and information technology used to sustain the organization. Students apply knowledge of human behavior, labor relations, and current laws and regulations intended to produce a working environment that is safe, fair, compliant with applicable regulations, and where employees are motivated and respected.

A common core of coursework provides the groundwork for all majors within the Business Cluster. The core courses are divided into two types: (A) foundational knowledge and skills and (B) business and management knowledge and skills. The curriculum guidelines for the Business Cluster core follow standards recommended by the Association to Advance Collegiate Schools of Business (AACSB) and are typical of AACSB-approved baccalaureate programs.

The proposed 30-credit Business Cluster core is comprised of the following courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting 201</td>
<td>Financial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>Accounting 202</td>
<td>Managerial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>Economics 215</td>
<td>Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>Economics 216</td>
<td>Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>Economics 325</td>
<td>Statistics</td>
<td>3</td>
</tr>
<tr>
<td>Business 321</td>
<td>Organizational Management</td>
<td>3</td>
</tr>
<tr>
<td>Business 360</td>
<td>Business Law</td>
<td>3</td>
</tr>
<tr>
<td>Business 414</td>
<td>Business Ethics</td>
<td>3</td>
</tr>
<tr>
<td>Business 420</td>
<td>Information Systems for Business</td>
<td>3</td>
</tr>
<tr>
<td>Communication 355</td>
<td>Organizational Communication (3), or</td>
<td></td>
</tr>
<tr>
<td>English 202</td>
<td>Business Writing</td>
<td>3</td>
</tr>
</tbody>
</table>

The Bachelor of Science in Human Resource Management requires five three-credit, discipline-specific courses which, together with the Business core, define the major.

In addition to the Business Cluster core courses, the B.S. in Human Resource Management requires the following courses:

- Business 4EE Employment Law for Business
- Business 4AA Strategic Management (3)
- Business 4CC Topics in Human Resource Management (3)
- Business 4DD Bachelor of Science in Business Seminar (3).