Code # BU26 (2015)

**Bulletin / Banner Change Transmittal Form**

**Undergraduate Curriculum Council** Print 1 copy for signatures and save 1 electronic copy.

**Graduate Council** - Print 1 copy for signatures and send 1 electronic copy to [pheath@astate.edu](mailto:pheath@astate.edu)

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| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Enter date… **Department Curriculum Committee Chair** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Enter date…  **COPE Chair (if applicable)** |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Enter date… **Department Chair:** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Enter date…  **General Education Committee Chair (If applicable)** |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Enter date… **College Curriculum Committee Chair** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Enter date…  **Undergraduate Curriculum Council Chair** |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Enter date… **College Dean** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Enter date…  **Graduate Curriculum Committee Chair** |
|  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Enter date…  **Vice Chancellor for Academic Affairs** |

**1.Contact Person** (Name, Email Address, Phone Number)

J.K. Sinclaire, [jsinclaire@astate.edu](mailto:jsinclaire@astate.edu), 972-3990

**2.Proposed Change**

To change name of undergraduate certificate from “Certificate in Business Information Systems” to “Certificate in Information Technology”, from “Certificate in BIS” to “Certificate in IT”.

**3.Effective Date**

7/1/2016

**4.Justification –** *Please provide details as to why this change is necessary.*

This change is made to update the certificate name to reflect its information technology focus.

**Bulletin Changes**

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| **Instructions** |
| **Please visit** [**http://www.astate.edu/a/registrar/students/bulletins/index.dot**](http://www.astate.edu/a/registrar/students/bulletins/index.dot) **and select the most recent version of the bulletin. Copy and paste all bulletin pages this proposal affects below. Follow the following guidelines for indicating necessary changes.**  **\*Please note: Courses are often listed in multiple sections of the bulletin. To ensure that all affected sections have been located, please search the bulletin (ctrl+F) for the appropriate courses before submission of this form.**  - Deleted courses/credit hours should be marked with a red strike-through (~~red strikethrough~~)  - New credit hours and text changes should be listed in blue using enlarged font (blue using enlarged font).  - Any new courses should be listed in blue bold italics using enlarged font (***blue bold italics using enlarged font***)  *You can easily apply any of these changes by selecting the example text in the instructions above, double-clicking the ‘format painter’ icon 🡪 , and selecting the text you would like to apply the change to.*  *Please visit* [*https://youtu.be/yjdL2n4lZm4*](https://youtu.be/yjdL2n4lZm4) *for more detailed instructions.* |

**On page 137** of the current bulletin, remove **Business Information Systems** from the certificate description and replace with ***Information Technology***

OTHER PROGRAMS:

In additional to offering the four-year programs described above, the CIT department offers an As-

sociate of Science in Computer & Information Technology, a Certificate in ~~Business~~ ~~Information Systems~~,

and minors in electronic commerce and Computer and Information Technology. These programs are

intended to provide the student with several options that will complement other coursework and provide

stepping stones to four-year degrees. These can be completed in relatively little time.

**On page 141** of the current bulletin, remove **Business Information Systems (BIS)** from the certificate description and replace with ***Information Technology (IT)***

Remove **BIS** and replace with ***IT***

Certificate in ~~Business Information Systems (BIS)~~

The ~~BIS~~ program is intended to deliver training that provides foundation working knowledge in infor-

mation technology. The resulting certificate is independent of any degree program and can be used either

to enhance whatever degree is being pursued by the student or to demonstrate IT accomplishments of

the non-degree-seeking student. For the latter, the ~~BIS~~ certificate incorporates a basic communications

component, a Business foundation component, and a strong basic IT component.