Code # BU11

**Bulletin 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 [mmcginnis@astate.edu](mailto:mmcginnis@astate.edu)

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| **Bulletin Change** Please attach a copy of all catalogue pages requiring editorial changes. |

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| J.K. Sinclaire 10/3/2013 **Department Curriculum Committee Chair** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Enter date…  **COPE Chair (if applicable)** |
| John Robertson 10/3/2013 **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)

Ralph Ruby

College of Business

Department of CIT

Business building Room 419C

Extension 8022

**2.Proposed Change**

Revisions are made to general education, college, major, and professional education requirements.

**3.Effective Date**

1/1/2014

**4.Justification**

Revision of existing program, reducing the number of hours required from 139-149 to 121. Required courses are updated in the general education, college of business, and professional education areas to reflect current requirements. Major is revised to 12 hours of required courses. There are 109 hours required outside the major, forcing a 121 hour program..

**From the most current electronic version of the bulletin, copy all bulletin pages that this proposal affects and paste it to the end of this proposal.**

**To copy from the bulletin:**

1. Minimize this form.
2. Go to <http://registrar.astate.edu/bulletin.htm> and choose either undergraduate or graduate.
3. This will take you to a list of the bulletins by year, please open the most current bulletin.
4. Find the page(s) you wish to copy, click on the “select” button and highlight the pages you want to copy.
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6. Click on “copy”.
7. Minimize the bulletin and maximize this page.
8. Right-click immediately below this area and choose “paste”.
9. For additions to the bulletin, please change font color and make the font size larger than the surrounding text. Make it noticeable.
10. For deletions, strike through the text, change the font color, and enlarge the font size. Make it noticeable.

**Add the following to the Bulletin:**

**Major in Business Technology**

**Bachelor of Science in Education**

A [complete 8-semester degree plan is available at http://registrar.astate.edu/.](http://registrar.astate.edu/)

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| **University Requirements:** |  |
| See University General Requirements for Baccalaureate degrees (p. 40)  *(For College of Business requirements, see p. 131)* |  |
| **First Year Making Connections Course:** | **Sem. Hrs.** |
| BUSN 1003, First Year Experience Business | **3** |
| **General Education Requirements:** | **Sem. Hrs.** |
| See General Education Curriculum for Baccalaureate Degrees (p. 82)  **Students with this major must take the following:** *MATH 1023, College Algebra with a “C” or better.*  *ANTH 2233, Introduction to Cultural Anthropology* ***OR***  *SOC 2213, Introduction to Sociology*  *ECON 2313, Principles of Macroeconomics*  *COMS 1203, Oral Communications with a “C” or better (Required Departmental Gen. Ed. Option)* | **35** |
| **College of Business Core Courses:** | **Sem. Hrs.** |
| (See Beginning of Business Section) | **39** |
| **Major Requirements:** | **Sem. Hrs.** |
| ***CIT 3103, Keyboarding for Educators*** | 3 |
| CIT 3533, Microcomputer Applications II | 3 |
| CIT 4533, Word Processing II | 3 |
| CIT 4603, Microcomputer Applications III | 3 |
| **Sub-total** | **12** |
| **Professional Education Requirements:**  A grade of “C” or better is required for all Professional Education Requirements.  Courses denoted below with an asterisk (\*) require admission to the Teacher Education Program. For additional information, see Professional Education Requirements for Secondary Majors in the College of Education section. |  |
| \*EDBU 4533, Methods and Materials in Teaching Business Technology | 3 |
| \*ELSE 3643, The Exceptional Student in the Regular Classroom | 3 |
| PSY 3703, Educational Psychology | 3 |
| SCED 2513, Introduction to Secondary Teaching | 3 |
| \*SCED 3515, Performance-Based Instructional Design (junior year and before  EDBU 4533) | 5 |
| \*SCED 4713, Educational Measurement with Computer Applications | 3 |
| \*TIBU 4826, Business Teaching Internship in the Secondary School | 12 |
| **Sub-total** | **32** |
| **Total Required Hours:** | **121** |

Insert the foregoing after page 138 of the 2013-14 Bulletin.

The program was last described on pages 120-121 of the 2011-12 Bulletin.

~~Major in Business Technology~~

~~Bachelor of Science in Education~~

~~A complete 8-semester degree plan is available at http://registrar.astate.edu/.~~

**~~\*University Requirements:~~**

~~See University General Requirements for All Baccalaureate Degrees (p. 41)~~

~~For College of Business requirements, see p. 116~~

**~~First Year Making Connections Course Sem. Hrs.~~**

~~BUSN 1003, First Year Experience Business.................................................................................. 3~~

**~~General Education Requirements: Sem. Hrs.~~**

~~Refer to index for General Education Curriculum for Baccalaureate Degrees ................................................. 46-47~~

*~~Students with this major must take the following:~~*

~~HIST 2763 or 2773, The United States To or Since 1876~~

~~MATH 1023, College Algebra~~

~~POSC 2103, Introduction to United States Government~~

~~PSY 2013, Introduction to Psychology~~

~~SOC 2213, Principles of Sociology~~

**~~College of Business Core Courses: Sem. Hrs.~~**

~~(see beginning of Business section) .................................................................................................................. 36-45~~

**~~Major Requirements: Sem. Hrs.~~**

~~CIT 2543, Keyboarding for Professionals ............................................................................................................. 3~~

~~CIT 3533, Microcomputer Applications II .............................................................................................................. 3~~

~~CIT 4453, Global E-commerce ............................................................................................................................. 3~~

~~CIT 4503, Business Technology Methods ............................................................................................................ 3~~

~~CIT 4513, Business Technology Field Experiences ............................................................................................. 3~~

~~CIT 4533, Word Processing II .............................................................................................................................. 3~~

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~~18~~

**~~\*Professional Education Requirements: Sem. Hrs.~~**

~~\*\*EDBU 4533, Methods and Materials in Teaching Business Technology ........................................................... 3~~

~~\*\*ELSE 3643, The Exceptional Student in the Regular Classroom ...................................................................... 3~~

~~PSY 3703, Educational Psychology ..................................................................................................................... 3~~

~~SCED 2514, Introduction to Secondary Teaching ................................................................................................ 4~~

~~\*\*SCED 3515, Performance Based Inst. Design (junior year and before EDBU 4533, Methods~~

~~and Materials in Teaching Business Technology ............................................................................................. 5~~

~~\*\*SCED 4713, Educational Measurement with Computer Applications ............................................................... 3~~

~~\*\*TIBU 4826, Business Teaching Internship in the Secondary School ................................................................ 12~~

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~~33~~

*~~\*See Professional Education Requirements for Secondary Majors —College of Education~~*

~~\*\*Prerequisite: Admission into the Teacher Education Program~~

**~~Additional Teacher Education Requirements: Sem. Hrs.~~**

~~HLTH 2513, Principles of Personal Health ........................................................................................................... 3~~

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~~TOTAL 139-149co~~