

**DEGREE & CERTIFICATE CHANGES FOR 2019-20**

If this is a NEW degree or certificate, enter title, requisites, outcomes, and coursework on another sheet

Degree or Certificate	New (N), Revised (R) or Suspended (S)	Title	Month Reviewed by Curriculum Committee	Implementation Term	Action/Changes
D	R	Accounting	<a href="#">1.24.19</a>	Summer, 2019	Course additions: MTH 65 or MTH 98 or higher, BA 188. Course deletions: BA 242, BA 280A, BA 280B. Added to elective list: BA 225, CAS 216, CAS 217, CAS 270. Removed from elective list: BA 203, BA 215, BA 233. Reduced overall credits from 98 to 94. Revised term scheduling of multiple courses.
C	R	Accounting / Bookkeeping	<a href="#">3.14.19</a>	Summer, 2019	Removed from elective list: BA 242.
D	R	Administrative Assistant	<a href="#">3.14.19</a>	Summer, 2019	Course additions: CAS 134, MTH 65 or MTH 98 or higher, 7 credits of Administrative Assistant Degree Electives. Course deletions: 6 credits of Administrative Assistant Business Electives. Combined Electives into one list rather than two. Increased overall credits from 95 to 103. Revised term scheduling of multiple courses.
C	R	Administrative Assistant	<a href="#">3.14.19</a>	Summer, 2019	Removed Administrative Assistant Certificate Elective option instead of CAS 133.
D	S	Associate of Science - Computer Science	<a href="#">5.9.19</a>	Summer, 2019	Suspended - In Teach Out
D	R	Electro-Mechanical Technology	<a href="#">1.24.19</a>	Summer, 2019	Course additions: EET 170, MEC 124, 4 credits of Gen Ed electives. Course deletions: RET 101, PSY 101, PE elective. Increase overall credits from 100 to 103.
C	N	Electro-Mechanical Technology	<a href="#">1.24.19</a>	Summer, 2019	The EM-Tech certificate had over 30% of its coursework revised, requiring it to be suspended and submitted as a new certificate. The new certificate is a Career Pathway certificate of only 43 credits rather than a Related certificate of 48 credits. (see sheet 2)
C	S	Electro-Mechanical Technology	<a href="#">3.14.19</a>	Summer, 2019	Suspended - In Teach Out
C	N	Entrepreneurship	<a href="#">10.18.18</a>	Summer, 2019	(see sheet 3)
D	N	Entrepreneurship / Small Business Management	<a href="#">10.18.18</a>	Summer, 2019	(see sheet 4)
D	S	Management	<a href="#">3.14.19</a>	Summer, 2019	Suspended - In Teach Out
C	S	Marketing	<a href="#">3.14.19</a>	Summer, 2019	Suspended - In Teach Out
D	R	Nursing (OCNE)	<a href="#">10.4.18</a>	Summer, 2019	Revised program entry prerequisites for MTH 95, FN 225, PSY 215. Revised coursework: MTH 105 now an acceptable option to fulfill math requirement.
D	S	Nursing (Traditional)	<a href="#">10.4.18</a>	Summer, 2019	Suspended - In Teach Out
C	S	Practical Nursing	<a href="#">11.16.17</a>	Summer, 2018	Suspended - In Teach Out
C	N	Professional Small Unmanned Aircraft Systems	<a href="#">2.7.19</a>	Summer, 2019	(see sheet 5)

**NEW CERTIFICATE (Sheet 2)**

Add any amendments in **Bold & Italics**

Title	Electro-Mechanical Technology (43 credits)			
Requisites	RD 115 Critical Reading (4 credits) or equivalent placement test scores WR 115 Introduction to Expository Writing (4 credits) or equivalent placement test scores MTH 65 Beginning Algebra II - B or better (4 credits) or equivalent placement test scores			
Outcomes	<ol style="list-style-type: none"> <li>1. Qualify for employment in the electro-mechanical field as entry level operators.</li> <li>2. Assist technicians with repair, servicing, and manufacturing of electro-mechanical systems by applying basic knowledge of electrical, electronic, mechanical, and hydraulic/pneumatic concepts.</li> <li>3. Communicate effectively both at the individual level and within team settings.</li> <li>4. Qualify for employment in the high tech field as electronics technicians.</li> </ol>			
Coursework	Course #	Course Title	Requisites	Credits
	Fall Term			
	EET 111	DC Circuits	Prerequisites: MTH 65 (B or better), WR 115 and RD 115 or higher; or equivalent placement test scores	5
	MEC 123	Industrial Mechanical Systems	Prerequisites: RD 115, WR 115 and MTH 20 or equivalent placement test scores	5
	SAF 188	Industrial Safety and OSHA 10	No requisites	2
	EET 170	Embedded Computing	RD 115, WR 115, MTH 20 or test	3
	Winter Term			
	CG 209	Job Finding Skills	No requisites	1
	EET 112	AC Circuits	Prerequisite: EET 111	5
	MEC 120	Fluid Power & Electrical Control of Fluid Power Systems	Prerequisite: MTH 65	5
	WR 121	English Composition	WR 115, RD 115 or test	4
	Spring Term			
	EET 113	AC Power	Prerequisites: EET 112 or dept appr	5
	EET 141	Motor Control	Prerequisites: EET 112	5
	MEC 124	Mechatronics	No requisites	3

**NEW CERTIFICATE (Sheet 3)**

Add any amendments in **Bold & Italics**

Title	Entrepreneurship (47 credits)			
Requisites	RD 115 Critical Reading (4 credits) or equivalent placement test scores			
	WR 115 Introduction to Expository Writing (4 credits) or equivalent placement test scores			
	MTH 20 Basic Math (4 credits) or equivalent placement test scores			
Outcomes	1. Develop a business plan which plans and allocate resources effectively, creates a budget/forecast and create a funding plan for prospective business, details operational information and a summary of business objectives.			
	2. Communicate effectively with customers, suppliers, employees, and other stakeholders, using standard business terminology.			
	3. Design a marketing/promotions plan based on a critical analysis of the factors influencing a particular business.			
	4. Evaluate the legal environment for business and what legal steps business owners can help protect their investment/business.			
	5. Establish a plan to manage employee and other business related items.			
Coursework	Course #	Course Title	Requisites	Credits
	Fall Term			
	BA 101	Introduction to Business	WR 115, RD 115, and MTH 20 or equiv place test scores	4
	BA 131	Introduction to Business Technology	WR 115, RD 115, and MTH 20 or equiv place test scores	4
	BA 150	Introduction to Entrepreneurship	WR 115, RD 115, and MTH 20 or equiv place test scores	4
	BA 211	Principles of Accounting I	WR 115, RD 115, and MTH 20 or equiv place test scores	3
	Winter Term			
	BA 208	Business Ethics	MTH 20 or equivalent placement test scores. Prerequisite / Concurrent WR 115 or equivalent placement test scores.	4
	BA 223	Principles of Marketing	WR 115, RD 115, and MTH 20 or equiv place test scores	4
	BA 285	Human Relations in Organizations	WR 115, RD 115, and MTH 20 or equiv place test scores. Recommended Pre/co: WR 121 and BA 101	3
	WR 121	English Composition	Place into WR 121, or completion of WR 115 and RD 115	4
	Spring Term			
	BA 205	Business Communication	WR 115, RD 115, and MTH 20 or equiv place test scores	4
	BA 206	Management Fundamentals	WR 115, RD 115, and MTH 20 or equiv place test scores	3
	BA 225	Introduction to Entrepreneurship Law	WR 115, RD 115, and MTH 20 or equiv place test scores	4
	BA 226	Business Law	WR 115, RD 115, and MTH 20 or equiv place test scores	4
	BA 196	Entrepreneurship Capstone Year One	Completion of 30 credits of certificate requirements	2

**NEW AAS Degree (Sheet 4)**

Add any ammendments in **Bold & Italics**

<b>Title</b>	Entrepreneurship / Small Business Management (94 credits)			
<b>Requisites</b>	RD 115 Critical Reading (4 credits) or equivalent placement test scores			
	WR 115 Introduction to Expository Writing (4 credits) or equivalent placement test scores			
	MTH 20 Basic Math (4 credits) or equivalent placement test scores			
<b>Outcomes</b>	1. Prepare a comprehensive business plan including prospective balance sheet, income statement, cash flow statement, funding sources and the capital structure of a business			
	2. Apply an understanding of the management process, inclusive of planning, organizing, leading, and controlling resources within organizations.			
	3. Differentiate between operational and organizational structures for business.			
	4. Construct a marketing plan based on objectives developed from a strategic market assessment.			
	5. Utilize technology skills with business software applications to facilitate efficiency and quality.			
	6. Analyze and apply the legal, ethical, and economic standards of business.			
	7. Communicate effectively with customers, suppliers, employees, and other stakeholders, using standard business terminology.			
<b>Coursework</b>	<b>Course #</b>	<b>Course Title</b>	<b>Requisites</b>	<b>Credits</b>
	Fall Term			
	BA 101	Introduction to Business	WR 115, RD 115, and MTH 20 or equiv place test scores	4
	BA 131	Introduction to Business Technology	WR 115, RD 115, and MTH 20 or equiv place test scores	4
	BA 150	Introduction to Entrepreneurship	WR 115, RD 115, and MTH 20 or equiv place test scores	4
	BA 211	Principles of Accounting I	WR 115, RD 115, and MTH 20 or equiv place test scores. Rec: MTH 60, BA 111	3
	Winter Term			
	BA 208	Business Ethics	MTH 20 or equiv place test scores. Prerequisite / Concurrent WR 115 or equiv place test scores.	4
	BA 223	Principles of Marketing	WR 115, RD 115, and MTH 20 or equiv place test scores	4
	BA 285	Human Relations in Organizations	WR 115, RD 115, and MTH 20 or equiv place test scores. Rec Pre/co: WR 121 and BA 101	3
	WR 121	English Composition	Place into WR 121, or completion of WR 115 & RD 115	4
	Spring Term			
	BA 205	Business Communication	WR 115, RD 115, and MTH 20 or equiv place test scores. Rec: WR 121, BA 101 and BA 131 or CAS 133	4

	BA 206	Management Fundamentals	WR 115, RD 115, and MTH 20 or equiv place test scores. Rec: BA 101, WR 121, and BA 131 or CAS 133	3
	BA 225	Introduction to Entrepreneurship Law	WR 115, RD 115, and MTH 20 or equiv place test scores	4
	BA 226	Business Law	WR 115, RD 115, and MTH 20 or equiv place test scores	4
	BA 196	Entrepreneurship Capstone – Year One	Completion of 30 credits of certificate or instructor permission	2
	Fall Term			
	BA 224	Introduction to Human Resource Management	WR 115, RD 115, and MTH 20 or equiv place test scores	3
	OS 131	10-Key for Business	MTH 20 or equivalent placement test.	3
	-----	Gen Ed Elective – Math/Science/Computer Science	MTH 20 or equiv place test. Pre / Co: WR 121	4
	-----	Gen Ed Elective – Arts & Letters	MTH 20 or equiv place test. Pre / Co: WR 121	4
	Winter Term			
	BA 212	Principles of Accounting II	WR 115, RD 115, and MTH 20 or equiv place test scores	3
	BA 250	Small Business Management	WR 121 BA 101 BA 104 BA 211 Recommended BA 212	3
	EC 201	Principles of Economics: Microeconomics	MTH 20 or equiv place test. Pre/Co: WR 121 Rec: MTH 60	4
	-----	Entrepreneurship Elective	varied	3
	Spring Term			
	BA 207	Introduction to E-Commerce	WR 115, RD 115, and MTH 20 or equiv place test scores	4
	BA 298	Entrepreneurship Capstone – Year Two	Completion of 65 credits of certificate or instructor permission	2
	EC 202	Principles of Economics: Macroeconomics	MTH 20 or equiv place test. Pre / Co: WR 121. Rec: MTH 60, EC 201	4
	-----	Entrepreneurship Elective	varied	6
	Entrepreneurship Electives			
	BA 228	Computer Accounting Applications	BA 111 or BA 211 Recommended BA 104 CAS 133	3
	BA 256	Income Tax	WR 115, RD 115, and MTH 20 or equiv place test scores	3
	CAS 140	Beginning Databases	Placement into RD 115 and WR 115	3
	CAS 170	Beginning Spreadsheets using Excel	Placement into RD 115, WR 115 and MTH 20	3
	CAS 216	Beginning Word	Placement into RD 115 and WR 115; CAS 103W or CAS 104; keyboarding 25 words per minute or CAS 122.	3

	CAS 217	Intermediate Word	CAS 216 or instructor permission Recommended Placement into RD 115 and WR 115	3
	CAS 231	Desktop Publishing	Recommended Placement into RD 115 and WR 115; prior knowledge and use of computer technology; CAS 121 or equivalent typing skills.	3
	CAS 270	Intermediate Spreadsheets using Excel	CAS 170 or instructor permission	3
	OS 240	Filing and Records Management	Recommended RD 115, WR 115; and CAS 133 or CAS 140	4

**NEW CERTIFICATE (Sheet 5)**

Add any amendments in **Bold & Italics**

Title	Professional Small Unmanned Aircraft Systems (12 credits)			
Requisites	RD 115 Critical Reading (4 credits) or equivalent placement test scores WR 115 Introduction to Expository Writing (4 credits) or equivalent placement test scores MTH 95 Intermediate Algebra or higher (4 credits) or equivalent placement test scores			
Outcomes	<ol style="list-style-type: none"> <li>1. Demonstrate knowledge of UAS systems and the laws and regulations governing airspace and safety.</li> <li>2. Demonstrate and execute tasks necessary to complete UAS operations and missions.</li> <li>3. Exemplify a high standard of ethical and professional behavior.</li> <li>4. Pass AUVSI Trusted Operator Program (TOP) certification exams 1 and 2, and sit for TOP certification exam 3.</li> </ol>			
Coursework	Course #	Course Title	Requisites	Credits
	UAS 101	Introduction to Unmanned Aircraft Systems	MTH 65 or higher, RD 115, WR 115 or test	4
	UAS 102	Small Unmanned Aircraft Aerial Photogrammetry	UAS 101; MTH 95 or higher or test. Rec: COMM 111	4
	UAS 103	Small Unmanned Aircraft Systems for Public Safety	UAS 102; TOP Level 2 Certification; Rec: COMM 111	4