**PROGRAM CHANGES**

 WEBER STATE UNIVERSITY

**Submission Date: November 15, 2013**

**Submitter Name: Allyson D. Saunders**

**College: COAST**

**Department**: **Network Technology and Business Multimedia (NTM)**

**Program Title:** **Business Education Teaching Minor**

Check all that apply:

\_\_\_\_New course(s) required for major, minor, emphasis, or concentration.

 X Modified course(s) required for major, minor, emphasis, or concentration.

\_\_\_\_Credit hour change(s) required for major, minor, emphasis, or concentration.

\_\_\_\_Credit hour change(s) for a course which is required for the major, minor, emphasis, or concentration.

\_\_\_\_Attribute change(s) for any course.

\_\_\_\_Program name change.

 X Deletion of required course(s).

\_\_\_\_Program mode of delivery/format change (Graduate Programs ONLY)

\_\_\_\_Other changes (specify) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Courses changed from the elective list to the required list for the Business Education Teaching Minor Degree:**

FIN 1010 Personal Finance (3 credits)

NTM 3100 Desktop Publishing (3 credits)

**Courses Added to the Elective Courses of the Business Education Teaching Minor Degree:**

ECON 1010 Economics as a Social Science (3 credits)

**Courses Dropped from Business Education Teaching Minor Degree:**

NTM 2200 Microcomputer Operating Systems (3 credits)

NTM 3600 Principles of Business/Marketing Education or NTM 6600 Principles of Business/Marketing Education (3 credits)

**JUSTIFICATION:**

Since personal finance is a required high school course and high school business teachers may teach that course, FIN 1010 Personal Finance was moved to a requirement rather than an option. Desktop Publishing is also a popular course in high schools. Consequently, that course was moved to the required list. Only one methods course (NTM 3610 Methods of Teaching Business/Marketing) is required for the minor; thus, NTM 3600/6600 was dropped. Since the State Office of Education business specialist requested more Economics as an option, ECON 1010 Economics as a Social Science was added to the optional course list.

Copy the present program from the current catalog and add the required changes (exactly as you wish them to appear in the catalog). Use strikeout (~~strikeout~~) when deleting items in the program and highlight (highlight) when adding items. If multiple changes are being proposed, please provide a summary.

## Course Requirements for Minor

Students must demonstrate computer competency by taking *[NTM 1700 TE - Introduction to Microcomputer Applications](http://catalog.weber.edu/preview_program.php?catoid=6&poid=2108&returnto=985" \l "tt2237" \t "_blank)*, or equivalent courses or tests. Computer competency is a prerequisite for all courses listed below:

### Required Courses (22 credit hours)

* [ACTG 2010 - Survey of Accounting I](http://catalog.weber.edu/preview_program.php?catoid=6&poid=2108&returnto=985) **Credits:** **(3)**
* **FIN 1010 – Personal Finance Credits: (3)**
* [~~NTM 2200 - Microcomputer Operating Systems~~](http://catalog.weber.edu/preview_program.php?catoid=6&poid=2108&returnto=985)**~~Credits:~~****~~(3)~~**
* [NTM 2531 - Exploring Multimedia Applications](http://catalog.weber.edu/preview_program.php?catoid=6&poid=2108&returnto=985) **Credits:** **(3)**
* [NTM 2532 - Web Design and Usability](http://catalog.weber.edu/preview_program.php?catoid=6&poid=2108&returnto=985) **Credits:** **(3)**
* [NTM 3000 - Advanced Word Processing](http://catalog.weber.edu/preview_program.php?catoid=6&poid=2108&returnto=985) **Credits:** **(1)**
* **NTM 3100 – Desktop Publishing Credits: (3)**
* [NTM 3250 - Business Communication](http://catalog.weber.edu/preview_program.php?catoid=6&poid=2108&returnto=985) **Credits:** **(3)**
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* [~~NTM 3600 - Principles of Business/ Marketing Education~~](http://catalog.weber.edu/preview_program.php?catoid=6&poid=2108&returnto=985)**~~Credits:~~****~~(3)~~** ~~or~~
* [~~NTM 6600 - Principles of Business/ Marketing Education~~](http://catalog.weber.edu/preview_program.php?catoid=6&poid=2108&returnto=985)**~~Credits:~~****~~(3)~~**
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* [NTM 3610 - Methods of Teaching Business/ Marketing Education Subjects](http://catalog.weber.edu/preview_program.php?catoid=6&poid=2108&returnto=985) **Credits:** **(3)** or
* [NTM 6610 - Methods of Teaching Business~~/~~Marketing Education](http://catalog.weber.edu/preview_program.php?catoid=6&poid=2108&returnto=985) **Credits:** **(3)**

### Elective Courses (3 credit hours)

Select 3 credit hours not previously taken from the following:

* [NTM 2334 - Web Animation](http://catalog.weber.edu/preview_program.php?catoid=6&poid=2108&returnto=985) **Credits:** **(3)**
* [NTM 2533 - Image Editing Solutions](http://catalog.weber.edu/preview_program.php?catoid=6&poid=2108&returnto=985) **Credits:** **(3)**
* [~~NTM 3100 - Desktop Publishing~~](http://catalog.weber.edu/preview_program.php?catoid=6&poid=2108&returnto=985)**~~Credits:~~****~~(3)~~**
* [~~FIN 1010 - Personal Finance~~](http://catalog.weber.edu/preview_program.php?catoid=6&poid=2108&returnto=985)**~~Credits:~~****~~(3)~~**
* **ECON 1010 Economics as a Social Science Credits: (3)**

After the appropriate Approvals, **Email the electronic file (Microsoft Word .docx) to** bstockberger @weber.edu You may scan the Approval Page with the Signatures and email it, send a hard copy to MC 1033 through campus mail or bring to the Faculty Senate Office MA210J. Send all supporting documents pertaining to your proposal.

**INFORMATION PAGE**

Did this program change receive unanimous approval within the Department? \_X\_\_ If not, what are the major concerns raised by the opponents?

Explain any effects this program change will have on program requirements or enrollments in other departments including the Bachelor of Integrated Studies Program. In the case of similar offerings or affected programs, **you should include letters from the departments in question stating their support or opposition to the proposed program**.

Indicate the number of credit hoursfor course work within the program. (Do not include credit hours for General Education, Diversity, or other courses unless those courses fulfill requirements within the proposed program.)

The Business Education Teaching Minor requires 25 credit hours.

Indicate the number of credit hours for course work within the current program. (Do not include credit hours for General Education, Diversity, or other courses unless those courses fulfill requirements within the current program.) \_25\_\_\_

**Graduate Programs only**: Describe any proposed changes in the instructional mode of delivery or course format that are program-wide in nature or that affect more than one-third of the course taught in the program (e. g. changing from in-class to online instruction). APPROVAL PAGE

for: Business Education Teaching Minor (Program Title) Date submitted online \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

For new course proposals, excluding Experimental and Variable Title courses, the following must be completed by the Library bibliographer:

\_\_\_\_ The WSU Library has adequate information resources to support this proposal.

\_\_\_\_ Currently, the WSU Library does not have adequate information resources to support this course. However, if this proposal is approved, a Library bibliographer will work closely with departmental faculty to acquire the information resources needed. Funding for the new resources will come from the library’s budget.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ WSU Librarian/Date

**Approval Sequence**:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Department Chair/Date (or BIS Director)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

College Curriculum Committee/Date (Signature not needed on Experimental or Variable Title courses.)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Career and Technical Education Director. (Needed on new or deleted courses required in a 2-year program.)

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Dean of College/Date

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| Courses required in programs leading to secondary undergraduate teacher certification must be approved by the University Council on Teacher Education before being submitted to the Curriculum Committee. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ University Council on Teacher Education/Date  |

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| --- |
| Graduate course proposals must be reviewed by the University Graduate Council before being submitted to the Curriculum Committee. I have read the proposal and discussed it with the program director.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_University Graduate Council Representative/Date |

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Effective Semester\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

University Curriculum Committee/Date

Passed by Faculty Senate \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date