New Track, Minor, or Certificate Proposal Form

Instructions: All track, minor, or certificate proposals must be signed by the Chair and Dean and submitted to the Office of the Provost.

<table>
<thead>
<tr>
<th>Faculty Initiating Request:</th>
<th>Carol Sargent</th>
<th>Submission Date:</th>
<th>March 2, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department/School:</td>
<td>School of Business</td>
<td></td>
<td></td>
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<tr>
<td>Proposed Addition:</td>
<td>Track □, Minor ●, Certificate □</td>
<td>Effective Date:</td>
<td>Fall 2018</td>
</tr>
<tr>
<td>Program Title:</td>
<td>Business</td>
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</tbody>
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Track Degree Program (if applicable): 

Provide a description of the new Track, Minor, or Certificate course exactly as it will appear in the catalog.

The Business minor requires 15 hours of coursework. A grade of "C" or better is required in all courses taken for the minor.

Business Minor Required Courses (Credit: 12 Hours)
- ACCT 2000 Survey of Accounting
- ECON 1101 Survey of Economics
- MGMT 3141 Principles of Management
- MKTG 3161 Principles of Marketing

Choose One Other 3000/4000 Level School of Business Elective (note: student must meet any prerequisites for the course they choose) (Credit: 3 Hours)

Faculty Member: Carol Sargent 3-1-18
Assistant Provost of Academic Planning & Policy: Mary Mayer 3/4/2018
Chair: 3-1-18
Dean: 3-1-18
Provost: 3-1-18
Chair Academic Affairs Committee: 3-1-18
Chair Faculty Senate: 3-1-18

Rev. 6.23.15
Explain why the new curriculum is needed. For example, does it reflect disciplinary content that augments existing degree programs? Does it address regional industry needs? How does the curriculum align with the mission of the college?

Most graduates of any program across the university will go on to work in a business and/or start their own business. Thus, they could benefit from a basic understanding of business principles (e.g. accounting, economics, management, and marketing).

Does this new track, minor, or certificate require new courses be added to the catalog? ☒ Yes ☐ No (Attach course proposals)

Will the new track, minor, or certificate require new faculty lines or other institutional resources? ☐ Yes ☒ No

If yes, explain:

For new minors:
Does the new minor adhere to BoR guidelines (http://www.usg.edu/academic_affairs_handbook/section2/C731/)?
○ Yes ○ No (Attach BoR minor notification form)

For new certificates:
Does the new certificate adhere to BoR guidelines (http://www.usg.edu/academic_programs/changes/certificates_guidelines)?
○ Yes ○ No (Attach BoR certificate notification form)
MINOR NOTIFICATION FORM

Institution: Middle Georgia State University

College/Division: School of Business

Department: N/A

Title of Minor: Business

Total Credit Hours for Completion: 15 hours

Approved by: ____________________________________________
Vice President for Academic Affairs/Provost

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