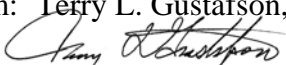




4120 Smith Laboratory
174 W. 18th Avenue
Columbus, OH 43210

Phone (614) 292-6736
Fax (614) 292-5678
artsandsciences.osu.edu

September 2, 2011

To: W. Randy Smith, Vice Provost, Office of Academic Affairs
From: Terry L. Gustafson, Special Assistant to the Executive Dean for Semester Conversion
Re:  Program Proposals from Arts and Sciences

Arts and Sciences is pleased to submit the following programs to the Office of Academic Affairs for conversion from quarters to semesters. The vote for approval of the programs at the full CCI was unanimous.

Program Name	Academic Plan Code	Conversion Designation	CCI Approval	Last Revision
Aging Minor	AGING-MN	Converted	8/18/2011	Prior to 2006
Associate of Arts	ASSOC-AA	Converted	9/2/2011	Prior to 2006
Capital Program		Converted	8/24/2011	Prior to 2006
Entomology Minor	ENTOMOL-MN	Converted	8/26/2011	Prior to 2006
Legal Foundations of Society Minor	LEGFNTN-MN	Converted	8/18/2011	Prior to 2006
Survey Research Minor	SURVEYR-MN	Converted	8/18/2011	2/20/2008

College of Arts and Sciences Transition Policy: The College of Arts and Sciences is committed to the principles outlined in the university's Pledge to Undergraduate Students. Each unit has a plan on how best to assist its majors and minors through the transition. And the Arts and Sciences Academic Advising Services will advise students on how to transition their GE program. Dual advising is the existing process used in Arts and Sciences and will continue under semesters.

Additional Notes on the Submitted Program:

Note that the Aging Minor, the Capital Program, the Legal Foundations of Society Minor, and the Survey Research Minor are not new programs. The program codes were not in curriculum.osu.edu, so the programs were entered as new.

The following comments are recommended by CCI for CAA to consider:

Aging Minor:

- On the PACER table, numbers in Column C should probably be 14, 3, 7, 7, 11.
- The third goal is ungrammatical. It appears both on the PACER form and on pg 4 of the PDF.

- On the PACER form, the question as to whether this is a degree program should be marked No.
- In the comments under "Assessment practices" (bottom of Page 1 & top of Page 2 of the PACER form) and "Rationale for proposed program changes", suggestion to point out that communications and the social and behavioral sciences are within ASC, so that students attracted from these programs are coming from within ASC
- Pg 3 of 5, section 8, "Rationale": In the first sentence of the 3rd paragraph, "at" should be replaced by "from," to read, "moving ... from the College of Arts and Sciences."
- In the Transition Policy -- a student has to complete at least 2 elective courses in the quarter-version of the program, and will have to complete at least 2 elective courses in the semester-version. Why does the transition policy present the option of the student completing 1 or 2 electives? Why not require completion of 2 elective courses, in any combination of quarter and semester versions?
- On the semester advising sheet, it might be clearer, instead of "Electives: (minimum of 4 semester credits)," to say "Electives (4-5 semester credits)." This will alert students that the statement that the major requires a minimum of 14 hours takes precedence.
- Are there significant prerequisites for any of the required core courses or the electives, other than the single required course? If so, a general note should be added on the advising sheet, as we've requested for other minors.

The Capital Program:

- The Capital Program is officially a Course of Study, not a minor. The program is a collaboration between the Colleges of Business and Arts and Sciences. A letter of support from the College of Business is attached.

Legal Foundations of Society Minor:

- A student who is already underway in the minor might have chosen quarter courses that do not fulfill the 6 hours (or more) at 3000-level-plus needed under semesters; CCI assumes advisors will use their discretion in such cases.

Survey Research Minor:

- There are two "x"'s in the Faculty Advisor's letter should perhaps be replaced with the correct dates.

Status: PENDING

PROGRAM REQUEST
Capital Program

Last Updated: Williams, Valarie Lucille
08/24/2011

Fiscal Unit/Academic Org Arts & Sciences Administration - D4305
Administering College/Academic Group Arts And Sciences
Co-administering College/Academic Group Arts And Sciences
Semester Conversion Designation New Program/Plan
Proposed Program/Plan Name Capital Program
Type of Program/Plan Undergraduate minor
Program/Plan Code Abbreviation
Proposed Degree Title

Credit Hour Explanation

Program credit hour requirements		A) Number of credit hours in current program (Quarter credit hours)	B) Calculated result for 2/3rds of current (Semester credit hours)	C) Number of credit hours required for proposed program (Semester credit hours)	D) Change in credit hours
Total minimum credit hours required for completion of program				18	
Required credit hours offered by the unit	Minimum				
	Maximum				
Required credit hours offered outside of the unit	Minimum				
	Maximum				
Required prerequisite credit hours not included above	Minimum			6	
	Maximum			10	

Program Learning Goals

Note: these are required for all undergraduate degree programs and majors now, and will be required for all graduate and professional degree programs in 2012. Nonetheless, all programs are encouraged to complete these now.

Program Learning Goals •

Assessment

Assessment plan includes student learning goals, how those goals are evaluated, and how the information collected is used to improve student learning. An assessment plan is required for undergraduate majors and degrees. Graduate and professional degree programs are encouraged to complete this now, but will not be required to do so until 2012.

Is this a degree program (undergraduate, graduate, or professional) or major proposal? No

Program Specializations/Sub-Plans

If you do not specify a program specialization/sub-plan it will be assumed you are submitting this program for all program specializations/sub-plans.

Pre-Major

Does this Program have a Pre-Major? No

Status: PENDING

PROGRAM REQUEST
Capital Program

Last Updated: Williams, Valarie Lucille
08/24/2011

Attachments

- final.pdf: Final document for OAA
(Other Supporting Documentation. Owner: Vankeerbergen, Bernadette Chantal)
- CapProg (2).pdf: Complete Rev. Docs.
(Other Supporting Documentation. Owner: Bitters, Todd A.)

Comments

- The Capital Program is an existing program. It was not listed in Pacer, so I submitted it as a new program. The Capital Program is also not technically a minor program, it is a "Course of Study." *(by Bitters, Todd A. on 07/21/2011 11:38 AM)*

Workflow Information

Status	User(s)	Date/Time	Step
Submitted	Bitters, Todd A.	07/21/2011 11:38 AM	Submitted for Approval
Approved	Vankeerbergen, Bernadette Chantal	07/21/2011 04:12 PM	Unit Approval
Approved	Williams, Valarie Lucille	07/21/2011 05:14 PM	College Approval
Approved	Vankeerbergen, Bernadette Chantal	07/26/2011 11:45 AM	ASCCAO Approval
Revision Requested	Gustafson, Terry Lee	08/23/2011 01:58 PM	ASC Approval
Submitted	Bitters, Todd A.	08/23/2011 03:58 PM	Submitted for Approval
Approved	Vankeerbergen, Bernadette Chantal	08/23/2011 03:58 PM	Unit Approval
Approved	Williams, Valarie Lucille	08/24/2011 10:51 AM	College Approval
Pending Approval	Nolen, Dawn Jenkins, Mary Ellen Bigler Meyers, Catherine Anne Vankeerbergen, Bernadette Chantal Hanlin, Deborah Kay	08/24/2011 10:51 AM	ASCCAO Approval

Status: PENDING

PROGRAM REQUEST
Capital Program

Last Updated: Williams, Valarie Lucille
07/21/2011

Fiscal Unit/Academic Org Arts & Sciences Administration - D4305
Administering College/Academic Group Arts And Sciences
Co-administering College/Academic Group Arts And Sciences
Semester Conversion Designation New Program/Plan
Proposed Program/Plan Name Capital Program
Type of Program/Plan Undergraduate minor
Program/Plan Code Abbreviation
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Program Learning Goals

Note: these are required for all undergraduate degree programs and majors now, and will be required for all graduate and professional degree programs in 2012. Nonetheless, all programs are encouraged to complete these now.

Program Learning Goals •

Assessment

Assessment plan includes student learning goals, how those goals are evaluated, and how the information collected is used to improve student learning. An assessment plan is required for undergraduate majors and degrees. Graduate and professional degree programs are encouraged to complete this now, but will not be required to do so until 2012.

Is this a degree program (undergraduate, graduate, or professional) or major proposal? No

Program Specializations/Sub-Plans

If you do not specify a program specialization/sub-plan it will be assumed you are submitting this program for all program specializations/sub-plans.

Pre-Major

Does this Program have a Pre-Major? No

Status: PENDING

PROGRAM REQUEST
Capital Program

Last Updated: Williams, Valarie Lucille
07/21/2011

Attachments

- Capital Program Unit Letter.pdf
(Letter from Program-offering Unit. Owner: Bitters, Todd A.)
- Capital Program.pdf
(Other Supporting Documentation. Owner: Bitters, Todd A.)

Comments

- The Capital Program is an existing program. It was not listed in Pacer, so I submitted it as a new program. The Capital Program is also not technically a minor program, it is a "Course of Study." *(by Bitters, Todd A. on 07/21/2011 11:38 AM)*

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Approved	Vankeerbergen, Bernadette Chantal	07/21/2011 04:12 PM	Unit Approval
Approved	Williams, Valarie Lucille	07/21/2011 05:14 PM	College Approval
Pending Approval	Nolen, Dawn Jenkins, Mary Ellen Bigler Meyers, Catherine Anne Vankeerbergen, Bernadette Chantal Hanlin, Deborah Kay	07/21/2011 05:14 PM	ASCCAO Approval



College of Arts and Sciences

Advising and Academic Services
100 Denney Hall
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<http://www.ascadvising.osu.edu>

Larry Krissek
215 Orton Hall
155 South Oval Mall
Columbus, OH 43210

July 21, 2011

Dear Larry:

I am pleased to present the Capital Program for semester conversion. Please see the general introduction to the Capital Program below, along with the attached rationale, course lists, advising sheets, and transition policy.

The Capital Program is a special program designed in cooperation between Arts and Sciences and the Fisher College of Business. The Capital Program offers students a unique opportunity to take high-level business courses alongside students in the Fisher College. The program offers students a rich curricular option that combines challenging coursework with internship experience.

The Capital Program was originally designed for students in Arts and Sciences who wished to complement their liberal arts degree with courses in business. At the time the program was created—at least as early as 1982—no business minor existed.

The Capital Program differs in several ways from the current General Business Minor. In the minor, students get a broad introduction—through four courses at the 400-level and one at the 300-level—to business. The minor requires one course in five separate “areas” of business. The Capital Program, by contrast, requires that students complete three or four courses that comprise one of five focused, specialized tracks: Computer and Information Science; International Business; Management and Human Resources; Marketing; and Real Estate. The courses in the tracks are some of the same courses that “majors” take, where the minor courses were developed to be taught specifically for students in the minor.

The Capital Program is also “competitive,” in that it requires a minimum overall gpa for admission—currently, the minimum gpa is a 2.7. Students must also achieve sophomore status and complete prerequisites in Math; Economics; and Computer Science and Engineering (CSE) before applying to the program. The prerequisites for the Capital Program and the minor are the same, with the exception of the CSE course; the Capital Program requires CSE 101 or 200, and the minor requires CSE 100 or EN GRAPH 167. Students in any college (except Fisher) can pursue the minor, and there is no gpa requirement prior to declaration.

The Capital Program requires a business-related internship, or equivalent experience, that must be approved by one of the program advisors. The internship is meant to help students begin to explore the various fields of business while gaining valuable experience and, potentially, networking contacts.

Thank you for your help in bringing the Capital Program through the semester conversion.

With my best regards,

A handwritten signature in black ink that reads 'Todd A. Bitters'.

Todd A. Bitters

attachments

Rationale

The Capital Program requires minimal changes for semester conversion. The few, necessary changes to courses in the Capital Program tracks are due to changes to the curriculum and course structure in the Fisher College of Business, rather than a result of a re-envisioning of the program. The programmatic changes are as follows:

The prerequisites and core courses in the program will not change, with the singular exception of the BUSMHR requirements; students had a choice under the quarter system of the minor or “major” version of the introductory human resources course: BUSMHR 400 or 701; under the semester program, students will take BUSMHR 3200. The content of the coursework will not change.

In the International Business track, ECON 520 was removed because students will get the necessary finance content in the other track courses.

Also, the content for the International Business track, which fell to multiple departments (BUSADM, BUSMGT, and BUSMHR), was moved to BUSMHR courses.

Under the semester version of the program, students pursuing the Management and Human Resources track have more courses from which to choose than under the quarter version. The expanded course options in the Management and Human Resources track will allow students greater curricular flexibility. The foundational courses remain the same.

The course choices for Marketing track students will be reduced, due to the changed structure of BUSML courses.

The course choices for Real Estate track students will also be expanded.

Note: With the exception of ECON 2002.01, core coursework in the Capital Program may not overlap with major, GEC, or other minor coursework. The core coursework and the track coursework combine to meet the minimum number of hours required for a minor for each track. While the Capital Program is not “technically” a minor, it follows the ASC and university rules governing minors.

Transition Policy

Capital Program students beginning their course work on quarters and finishing on semesters will not be harmed by the semester conversion. No bridge courses will be necessary, and we will handle substitutions on a case-by-case basis, with the input and help of our colleagues in the Fisher College, when necessary. The Capital Program has a relatively low number of students, typically anywhere from about 20 to 30 students, so the demand on the business courses is light.

The Capital Program

The requirements for the Capital Program are listed below. Candidates for the Capital Program must complete an application with Todd Bitters, Nicole Clark, or Anne Collins, counselors in the Arts and Sciences Advising and Academic Services office. To apply, students should make an appointment with a Capital Program counselor by calling (614) 292-6961.

Requirements (prior to application) (6-10 hours):

1. Declaration of an Arts and Sciences major
2. At least sophomore standing
3. Completion of the following:
 - CSE 1111 (3) or 1113 (3)
 - ECON 2001.01 (3)
 - MATH 1130 (4) or higher, or placement 2 or 1
4. Competitive overall grade point average

Additional requirements (9 hours):

1. Completion of core coursework:
 - ACCTMIS 2000 (3)
 - BUSMHR 3200 (3)
 - ECON 2002.01 (3)

Note: Core coursework cannot overlap with the major, minor, or GE, with the exception of ECON 2002.01.

2. Completion of an approved internship (may be for credit, non-credit, or documented equivalent experience)
3. Completion of a selected track* (see next column)

Tracks:

*Choose one of the following 5 tracks. (Note: each course requires a grade of "C-" or better, and a minimum 2.0 grade point average in the track is required.) Not all track courses are offered each quarter. Track courses cannot be used on your major, your minor, or the GEC.

Computer and Information Science (9 hours):

CSE 1223 (3), 2123 (3), 2233 (3)

International Business (10.5 hours):

BUSMHR 2000 (1.5) and 3000 (3); BUSMHR 4020 (3); BUSMHR 4021 (3) or 4321 (3)

Management and Human Resources (9 hours):

BUSMHR 4230 (3) or ECON 4800 (3) + 2 more: BUSMHR 4321 (3), 4322 (3), 4325 (3), 4326 (3), 4327 (3), 4328 (3), 4330 (3)

Marketing (9 hours):

BUSML 3250 (3), 3241 (3), 4201 (3)

Real Estate (10.5 hours):

BUSFIN 3500 (1.5) and 3400 (3) + 2 more: 4410 (3), 4411 (3), 4412 (3), 4413 (3), 4414 (3)

The Capital Program

The requirements for the Capital Program are listed below. Candidates for the Capital Program must complete an application with Todd Bitters, Nicole Clark, or Anne Collins, counselors in the Arts and Sciences Advising and Academic Services office. To apply, students should make an appointment with a Capital Program counselor by calling (614) 292-6961.

Requirements (prior to application) (9-14 hours):

1. Declaration of an Arts and Sciences major
2. At least sophomore standing
3. Completion of the following:
 - CSE 101 (4) or 200 (5)
 - ECON 200 (5)
 - MATH 130 (4) or higher, or placement M or L
4. Competitive overall grade point average

Additional requirements (14-15 hours):

1. Completion of core coursework:
 - ACCTMIS 310 (5)
 - BUSMHR 400 (4) or 701 (5)
 - ECON 201 (5)

Note: Core coursework cannot overlap with the major, minor, or GEC, with the exception of ECON 201.

2. Completion of an approved internship (may be for credit, non-credit, or documented equivalent experience)
3. Completion of a selected track* (see next column)

Tracks:

*Choose one of the following 5 tracks. (Note: each course requires a grade of "C-" or better, and a minimum 2.0 grade point average in the track is required.) Not all track courses are offered each quarter. Track courses cannot be used on your major, your minor, or the GEC.

Computer and Information Science (12 hours):

CSE 201 (4), 214 (4), 314 (4)

International Business (17-18 hours):

BUSADM 555 (4), BUSMGT 630 (4) and 737 (4), ECON 520 (5) or BUSMHR 704 (4) (Note: BUSMGT 737 is only offered spring quarter.)

Management and Human Resources (12-13 hours):

BUSMHR 651 (4) or ECON 580 (5) + 2 more: BUSMHR 652 (4), 704 (4), 761 (4), 769 (4) (Note: BUSMHR 652 is not offered every year.)

Marketing (12 hours):

BUSML 650 (4) + 2 more: BUSML 753 (4), 754 (4), 759 (4), 760 (4) (Note: the 700 series is difficult to schedule.)

Real Estate (16 hours):

BUSFIN 510 (4), 670 (4), 773 (4) or 774 (4), 775 (4)

The Ohio State University
Max M. Fisher College of Business
Approved by the College of Arts and Sciences

General Business Minor (GENLBUS-MN)

Undergraduate Programs Office
 Fisher College of Business
 120 Schoenbaum Hall, 210 West Woodruff Avenue
 Columbus, OH 43210-1475 614-292-2715;
http://fisher.osu.edu/undergrad/academics_advising/minor.htm

The general business minor is designed to provide students in majors other than business with an understanding of the language and basic concepts of business. The minor consists of five courses, one each from the areas of accounting, finance, management and human resources, marketing, and operations management.

Prerequisites

Each minor course requires the prerequisites listed below. In addition, the accounting course is prerequisite to the finance course.

- College Algebra (Mathematics 130 or 148 or equivalent)
- Microeconomics (Economics 200 or equivalent)
- Basic computing (Computer Science and Engineering 100 or higher, Engineering Graphics 167, or equivalent)

Required courses

- AMIS 310—Accounting and MIS (5 credit hours)
- Bus Fin 420—Finance (4 credit hours)
- Bus MHR 400—Management and Human Resources (4 credit hours)
- Bus Mgt 430—Operations Management (4 credit hours)
- Business M & L 450—Marketing and Logistics (4 credit hours)

All five courses must be completed to satisfy minor requirements. Variations in the program are generally not permitted; and the director of undergraduate general business programs must approve variations.

If you complete the minor following the above guidelines, you need only file your Minor Program Form with your college or school office. No approval from the Fisher College of Business is required.

Exclusions

The minor is not open to students majoring in business or intending to major in business. Minor courses do not count toward a business degree and do not serve as prerequisites for further study in business.

General Business minor program guidelines

The following guidelines govern this minor.

Required for graduation No

Credit hours required A minimum of 21

Transfer credit hours allowed Considered on a case-by-case basis

Overlap with the GEC Permitted

Overlap with the major

- The minor must be in a different subject than the major.
- The same courses cannot count on the minor and on the major, except where specific minor classes are required in your major as technical electives or supplementary courses. Please contact your college advisor for information.

Overlap between minors Each minor completed must contain 20 unique hours.

100-level course: For every five credit hours of 100-level course work on the minor, the minimum total required for the minor is increased by five.

Grades required

- Minimum C- for a course to be listed on the minor.
- Minimum 2.00 cumulative point-hour ratio required for the minor.
- Course work graded Pass/Non-Pass cannot count on the minor.

Approval required The minor program description sheet indicates if the minor course work must be approved by:

- A college or school counselor

Filing the minor program form The minor program form must be filed at least by the time the graduation application is submitted to a college/school counselor.

Changing the minor Once the minor program is filed in the college office, any changes must be approved by:

- A college or school counselor

Course List, Quarters

	Title	Hours
Prerequisites (13-14 hours)		
CSE 101 or CSE 200 ECON 200 MATH 130	Computer-Assisted Problem Solving Computer Assisted Problem Solving for Business Principles of Microeconomics Mathematical Analysis for Business I	4 5 5 4
Core Coursework (14-15 hours)		
ACCTMIS 310 BUSMHR 400 or BUSMHR 701 ECON 201	Foundations of Accounting Foundations of Management and Human Resources Managing Individuals in Organizations: Organizational Behavior and Human Resources Principles of Macroeconomics	5 4 5 5
Computer and Information Science (12 hours)		
CSE 201 CSE 214 CSE 314	Elementary Computer Programming Data Structures for Information Systems Business Programming with File Processing	4 4 4
International Business (17-18 hours)		
BUSADM 555 BUSMGMT 630 BUSMGMT 737 ECON 520 or BUSMHR 704	Introduction to International Business Introduction to Operations Management: Improving Competitiveness in Organizations International Operations Management Money and Banking Concepts and Competencies for Managing People	4 4 4 5 4
Management and Human Resources (12-13 hours)		
BUSMHR 651 or ECON 580 Choose two more: BUSMHR 652 BUSMHR 704 BUSMHR 761 BUSMHR 769	Human Resource Management in a Market Economy Labor Economics and Industrial Relations Employee Benefits Concepts and Competencies for Managing People Labor Relations and Collective Bargaining Strategic Human Resource Management	4 5 4 4 4 4
Marketing (12 hours)		
BUSML 650 Choose two more: BUSML 753 BUSML 754 BUSML 759 BUSML 760	Marketing Retail Management Principles of Electronic Marketing Sales Management Services Marketing	4 4 4 4 4
Real Estate (16 hours)		
BUSFIN 510 BUSFIN 670 BUSFIN 773 or BUSFIN 774 BUSFIN 775	Legal Environment of Business Real Estate and Urban Land Economics Real Estate Finance Income Property Valuation Real Estate Law	4 4 4 4 4

Course List, Semesters

Prerequisites (10 hours)	Title	Hours
CSE 1111 or CSE 1113	Introduction to Computer-Assisted Problem Solving	3
ECON 2001.01	Introduction to Computer-Assisted Problem Solving for Bus.	3
MATH 1130	Principles of Microeconomics	3
	College Algebra for Business	4
Core Coursework (9 hours)		
ACCTMIS 2000	Foundations of Accounting	3
BUSMHR 3200	Managing Individuals in Organizations: Organizational Behavior and Human Resources	3
ECON 2002.01	Principles of Macroeconomics	3
Computer and Information Science (9 hours)		
CSE 1223	Introduction to Computer Programming in Java	3
CSE 2123	Data Structures Using Java	3
CSE 2233	Business Programming with File Processing	3
International Business (10.5 hours)		
BUSMHR 2000	Introduction to International Business	1.5
BUSMHR 3000	Advanced Topics in International Business	3
BUSMHR 4020	Cross Cultural Management	3
BUSMHR 4021 or BUSMHR 4321	Institutions of the International Business Environment	3
	International Labor and Human Resource Management	3
Management and Human Resources (9 hours)		
BUSMHR 4320 or ECON 4800	Human Resource Management in a Market Economy	3
	Labor Economics and Industrial Relations	3
Choose two more:		
BUSMHR 4321	International Labor and Human Resource Management	3
BUSMHR 4322	Human Resource Learning: Training and Development	3
BUSMHR 4325	Labor Relations and Collective Bargaining	3
BUSMHR 4326	Compensations and Benefits Administration	3
BUSMHR 4327	Strategic Career Development	3
BUSMHR 4328	Performance Management	3
BUSMHR 4330	Strategic Human Resource Management	3
Marketing (9 hours)		
BUSML 3250	Marketing Management	3
BUSML 3241	Introduction to Entrepreneurial Marketing	3
BUSML 4201	Consumer Behavior	3
Real Estate (10.5 hours)		
BUSFIN 3500	Legal Environment of Business	1.5
BUSFIN 3400	Introduction to Real Estate	3
Choose two more:		
BUSFIN 4410	Real Estate Finance	3
BUSFIN 4412	Real Estate Law	3
BUSFIN 4414	Real Estate Strategy	3
BUSFIN 4411	Property Management	3
BUSFIN 4413	Property Planning and Development	3



College of Arts and Sciences

Advising and Academic Services
100 Denney Hall
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Phone (614) 292-6961
Fax (614) 292-6303
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Larry Krissek
215 Orton Hall
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The Capital Program is also “competitive,” in that it requires a minimum overall gpa for admission—currently, the minimum gpa is a 2.7. Students must also achieve sophomore status and complete prerequisites in Math; Economics; and Computer Science and Engineering (CSE) before applying to the program. The prerequisites for the Capital Program and the minor are the same, with the exception of the CSE course; the Capital Program requires CSE 101 or 200, and the minor requires CSE 100 or EN GRAPH 167. Students in any college (except Fisher) can pursue the minor, and there is no gpa requirement prior to declaration.

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Thank you for your help in bringing the Capital Program through the semester conversion.

With my best regards,

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Todd A. Bitters

attachments

Rationale

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The Capital Program

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Requirements (prior to application) (6-10 hours):

1. Declaration of an Arts and Sciences major
2. At least sophomore standing
3. Completion of the following:
 - CSE 1111 (3) or 2111 (3)
 - ECON 2001.01 (3)
 - MATH 1130 (4) or higher, or placement 2 or 1
4. Competitive overall grade point average

Additional requirements (9 hours):

1. Completion of core coursework:
 - ACCTMIS 2000 (3)
 - BUSMHR 3200 (3)
 - ECON 2002.01 (3)

Note: Core coursework cannot overlap with the major, minor, or GE, with the exception of ECON 2002.01.

2. Completion of an approved internship (may be for credit, non-credit, or documented equivalent experience)
3. Completion of a selected track* (see next column)

Tracks:

*Choose one of the following 5 tracks. (Note: each course requires a grade of "C-" or better, and a minimum 2.0 grade point average in the track is required.) Not all track courses are offered each quarter. Track courses cannot be used on your major, your minor, or the GEC.

Computer and Information Science (9 hours):

CSE 1223 (3), 2123 (3), 2233 (3)

International Business (10.5 hours):

BUSMHR 2000 (1.5) and 3000 (3) + 2 more: BUSMHR 4020 (3), 4021 (3), 4321 (3), ECON 4200 (3)

Management and Human Resources (9 hours):

BUSMHR 4320 (3) or ECON 4800 (3) + 2 more: BUSMHR 4321 (3), 4325 (3), 4330 (3)

Marketing (9 hours):

BUSML 3241 (3), 3250 (3), 4201 (3)

Real Estate (10.5 hours):

BUSFIN 3400 (3), 3500 (1.5), 4411 (3), 4412 (3)

The Capital Program

The requirements for the Capital Program are listed below. Candidates for the Capital Program must complete an application with Todd Bitters, Nicole Clark, or Anne Collins, counselors in the Arts and Sciences Advising and Academic Services office. To apply, students should make an appointment with a Capital Program counselor by calling (614) 292-6961.

Requirements (prior to application) (9-14 hours):

1. Declaration of an Arts and Sciences major
2. At least sophomore standing
3. Completion of the following:
 - CSE 101 (4) or 200 (5)
 - ECON 200 (5)
 - MATH 130 (4) or higher, or placement M or L
4. Competitive overall grade point average

Additional requirements (14-15 hours):

1. Completion of core coursework:
 - ACCTMIS 310 (5)
 - BUSMHR 400 (4) or 701 (5)
 - ECON 201 (5)

Note: Core coursework cannot overlap with the major, minor, or GEC, with the exception of ECON 201.

2. Completion of an approved internship (may be for credit, non-credit, or documented equivalent experience)
3. Completion of a selected track* (see next column)

Tracks:

*Choose one of the following 5 tracks. (Note: each course requires a grade of "C-" or better, and a minimum 2.0 grade point average in the track is required.) Not all track courses are offered each quarter. Track courses cannot be used on your major, your minor, or the GEC.

Computer and Information Science (12 hours):

CSE 201 (4), 214 (4), 314 (4)

International Business (17-18 hours):

BUSADM 555 (4), BUSMGT 630 (4) and 737 (4), ECON 520 (5) or BUSMHR 704 (4) (Note: BUSMGT 737 is only offered spring quarter.)

Management and Human Resources (12-13 hours):

BUSMHR 651 (4) or ECON 580 (5) + 2 more: BUSMHR 652 (4), 704 (4), 761 (4), 769 (4) (Note: BUSMHR 652 is not offered every year.)

Marketing (12 hours):

BUSML 650 (4) + 2 more: BUSML 753 (4), 754 (4), 759 (4), 760 (4) (Note: the 700 series is difficult to schedule.)

Real Estate (16 hours):

BUSFIN 510 (4), 670 (4), 773 (4) or 774 (4), 775 (4)

Course List, Quarters

	Prerequisites (13-14 hours)	Title	Hours
CSE 101 or CSE 200 ECON 200 MATH 130		Computer-Assisted Problem Solving Computer Assisted Problem Solving for Business Principles of Microeconomics Mathematical Analysis for Business I	4 5 5 4
	Core Coursework (14-15 hours)		
ACCTMIS 310 BUSMHR 400 or BUSMHR 701 ECON 201		Foundations of Accounting Foundations of Management and Human Resources Managing Individuals in Organizations: Organizational Behavior and Human Resources Principles of Macroeconomics	5 4 5 5
	Computer and Information Science (12 hours)		
CSE 201 CSE 214 CSE 314		Elementary Computer Programming Data Structures for Information Systems Business Programming with File Processing	4 4 4
	International Business (17-18 hours)		
BUSADM 555 BUSMGMT 630 BUSMGMT 737 ECON 520 or BUSMHR 704		Introduction to International Business Introduction to Operations Management: Improving Competitiveness in Organizations International Operations Management Money and Banking Concepts and Competencies for Managing People	4 4 4 5 4
	Management and Human Resources (12-13 hours)		
BUSMHR 651 or ECON 580 Choose two more: BUSMHR 652 BUSMHR 704 BUSMHR 761 BUSMHR 769		Human Resource Management in a Market Economy Labor Economics and Industrial Relations Employee Benefits Concepts and Competencies for Managing People Labor Relations and Collective Bargaining Strategic Human Resource Management	4 5 4 4 4 4
	Marketing (12 hours)		
BUSML 650 Choose two more: BUSML 753 BUSML 754 BUSML 759 BUSML 760		Marketing Retail Management Principles of Electronic Marketing Sales Management Services Marketing	4 4 4 4 4
	Real Estate (16 hours)		
BUSFIN 510 BUSFIN 670 BUSFIN 773 or BUSFIN 774 BUSFIN 775		Legal Environment of Business Real Estate and Urban Land Economics Real Estate Finance Income Property Valuation Real Estate Law	4 4 4 4 4

Course List, Semesters

Prerequisites (10 hours)	Title	Hours
CSE 1111 or	Introduction to Computer-Assisted Problem Solving	3
CSE 2111	Modeling and Problem Solving with Spreadsheets and Databases	3
ECON 2001.01	Principles of Microeconomics	3
MATH 1130	College Algebra for Business	4
 Core Coursework (9 hours)		
ACCTMIS 2000	Foundations of Accounting	3
BUSMHR 3200	Managing Individuals in Organizations: Organizational Behavior and Human Resources	3
ECON 2002.01	Principles of Macroeconomics	3
 Computer and Information Science (9 hours)		
CSE 1223	Introduction to Computer Programming in Java	3
CSE 2123	Data Structures Using Java	3
CSE 2233	Business Programming with File Processing	3
 International Business (10.5 hours)		
BUSMHR 2000	Introduction to International Business	1.5
BUSMHR 3000	Advanced Topics in International Business	3
Choose two more:		
BUSMHR 4020	Cross Cultural Management	3
BUSMHR 4021	Institutions of the International Business Environment	3
BUSMHR 4321	International Labor and Human Resource Management	3
ECON 4200	Money and Banking	3
 Management and Human Resources (9 hours)		
BUSMHR 4320 or	Human Resource Management in a Market Economy	3
ECON 4800	Labor Economics and Industrial Relations	3
Choose two more:		
BUSMHR 4321	International Labor and Human Resource Management	3
BUSMHR 4325	Labor Relations and Collective Bargaining	3
BUSMHR 4326	Compensations and Benefits Administration	3
BUSMHR 4330	Strategic Human Resource Management	3
 Marketing (9 hours)		
BUSML 3241	Introduction to Entrepreneurial Marketing	3
BUSML 3250	Marketing Management	3
BUSML 4201	Consumer Behavior	3
 Real Estate (10.5 hours)		
BUSFIN 3400	Introduction to Real Estate	3
BUSFIN 3500	Legal Environment of Business	1.5
BUSFIN 4412	Real Estate Law	3
BUSFIN 4411	Property Management	3

The Ohio State University
Max M. Fisher College of Business
Approved by the College of Arts and Sciences

General Business Minor (GENLBUS-MN)

Undergraduate Programs Office
Fisher College of Business
120 Schoenbaum Hall, 210 West Woodruff Avenue
Columbus, OH 43210-1475 614-292-2715;
http://fisher.osu.edu/undergrad/academics_advising/minor.htm

The general business minor is designed to provide students in majors other than business with an understanding of the language and basic concepts of business. The minor consists of five courses, one each from the areas of accounting, finance, management and human resources, marketing, and operations management.

Prerequisites

Each minor course requires the prerequisites listed below. In addition, the accounting course is prerequisite to the finance course.

- College Algebra (Mathematics 130 or 148 or equivalent)
- Microeconomics (Economics 200 or equivalent)
- Basic computing (Computer Science and Engineering 100 or higher, Engineering Graphics 167, or equivalent)

Required courses

- AMIS 310—Accounting and MIS (5 credit hours)
- Bus Fin 420—Finance (4 credit hours)
- Bus MHR 400—Management and Human Resources (4 credit hours)
- Bus Mgt 430—Operations Management (4 credit hours)
- Business M & L 450—Marketing and Logistics (4 credit hours)

All five courses must be completed to satisfy minor requirements. Variations in the program are generally not permitted; and the director of undergraduate general business programs must approve variations.

If you complete the minor following the above guidelines, you need only file your Minor Program Form with your college or school office. No approval from the Fisher College of Business is required.

Exclusions

The minor is not open to students majoring in business or intending to major in business. Minor courses do not count toward a business degree and do not serve as prerequisites for further study in business.

General Business minor program guidelines

The following guidelines govern this minor.

Required for graduation No

Credit hours required A minimum of 21

Transfer credit hours allowed Considered on a case-by-case basis

Overlap with the GEC Permitted

Overlap with the major

- The minor must be in a different subject than the major.
- The same courses cannot count on the minor and on the major, except where specific minor classes are required in your major as technical electives or supplementary courses. Please contact your college advisor for information.

Overlap between minors Each minor completed must contain 20 unique hours.

100-level course: For every five credit hours of 100-level course work on the minor, the minimum total required for the minor is increased by five.

Grades required

- Minimum C- for a course to be listed on the minor.
- Minimum 2.00 cumulative point-hour ratio required for the minor.
- Course work graded Pass/Non-Pass cannot count on the minor.

Approval required The minor program description sheet indicates if the minor course work must be approved by:

- A college or school counselor

Filing the minor program form The minor program form must be filed at least by the time the graduation application is submitted to a college/school counselor.

Changing the minor Once the minor program is filed in the college office, any changes must be approved by:

- A college or school counselor

Transition Policy

Capital Program students beginning their course work on quarters and finishing on semesters will not be harmed by the semester conversion. No bridge courses will be necessary; we will handle substitutions on a case-by-case basis, with the input and help of our colleagues in the Fisher College, when necessary. The Capital Program has a relatively low number of students, typically anywhere from about 20 to 30 students, so the demand on the business courses is light.



August 31, 2011

Provost Joseph A. Alutto
Office of Academic Affairs
203 Bricker Hall

RE: Semester Conversion Program Request for Arts & Sciences Capital Program

Dear Provost Alutto,

I write to support the continuation of the Arts & Sciences Capital Program as converted from quarters to semesters.

The College of Arts & Sciences and the Fisher College of Business have collaborated on the Capital Program for nearly 30 years. Since the Capital Program was initiated, Fisher College has developed and offered two undergraduate minors, one in General Business and one in Entrepreneurship. The Capital Program continues to be differentiated from those two minors in that it permits students who so wish to pursue a limited amount of depth in a single business area. We continue to believe that this ongoing collaboration provides a valuable curricular option for Arts & Sciences students.

The faculty of the Fisher College of Business concur with and support the curriculum and courses comprising the Arts & Sciences Capital Program under semesters.

Sincerely,

A handwritten signature in black ink that reads "H. Rao Unnava". The signature is written in a cursive style.

H. Rao Unnava, Ph.D.
Associate Dean for Undergraduate Programs
and Professor of Marketing

Associate Dean for Undergraduate Programs