REQUEST FOR PROGRAM CHANGE(S)
University of Central Oklahoma

Please note: All information contained in this form will be reviewed by persons outside of your college. Please use clear and concise language when completing this form.

Name of program-major or minor to be changed: (maximum of 30 spaces)
Existing Name: Business Administration – Master of Business Administration

Proposed Name: (if changing)(maximum of 30 spaces)
*Remember when abbreviating names, this is how they will appear on student’s transcripts.

Proposed Name: (full name of program/major if longer than 30 spaces)
Business Administration – Master of Business Administration (M.B.A.)

Is this a: ___ Program ___ Major ___ Minor ___ Sequence of Courses

Proposed change:
___ Name Change ___ Degree Designation ___ Admission Requirement ___ Curriculum Change ___ GPA Requirement ___ Other:

Is this program: ___ Undergraduate ___ Graduate

Is this a teacher preparation program? (All courses required for any teacher preparation program must have approval from the Council on Teacher Education (CTE) before approval from AACC or Graduate Council.)
___ Yes ___ No If yes, send copy of proposal to the Director of Teacher Education, Dr. Bryan Duke.

Management
Department submitting the proposal

Dini Homsey dhomsey@uco.edu 2445
Person to contact with questions email address Ext. number

Approved by:

Geoff Willis
Digitally signed by Geoff Willis
Date: 2020.09.28 12:34:39 -05'00'

College Curriculum Committee Chair
Date
(Please notify department chair when proposal is forwarded to dean.)

Academic Affairs Curriculum or Graduate Council Date

Office of Academic Affairs Date

Effective Term (assigned by AA)
1. Does the requested program change affect other programs or departments?  
   If yes, provide name(s) of department chair(s) contacted, date(s), and results of discussion(s).

2. Proposed curriculum change(s):
   (Please include entire major/minor as it exists and as it is proposed. Italicize and bold changes.)

   **FROM** (Existing Catalog Requirements) | **TO** (Proposed Catalog Requirements)
---|---
**Graduation Requirements**
| **Required Courses** | **Required Courses** |
| **Core** | **Core** |

**Course Course Course Title**
Prefix No

| MBA 5010 | Base Camp (P/F) |
| MBA 5331 | Building Effective Teams |
| MBA 5033 | Creative Problem Solving |
| MBA 5272 | Managerial Statistics |
| MBA 5243 | Leading People in Organizations |
| MBA 5172 | Managerial Accounting |
| MBA 5042 | Managerial Economics |
| MBA 5441 | Leadership Development I |
| MBA 5541 | Leadership Development II |
| MBA 5552 | Project and Program Management |
| MBA 5572 | Business Ethics & Sustainability |
| MBA 5602 | Conflict Management & Negotiation |
| MBA 5712 | Strategic Management |
| MBA 5970 | Study Tour (2 hours) |

**Functional Core** | **Functional Core**
---|---
| **Prefix No** | **Prefix No** |
| MBA 5142 | Managerial Finance |
| MBA 5352 | Managerial & Operational Analytics |
| MBA 5342 | Decision Making in Marketing |

**Electives** | **Electives**
---|---
| **Course Course Course Title** | **Course Course Course Title** |
| **Prefix No** | **Prefix No** |
| MBA 5453 | Sales Management and CRM |
| MBA 5522 | Investments Management |
| MBA 5642 | Organizational Change and Innovation |
| MBA 5722 | Advanced Managerial Communication |
| MBA 5900 | Practicum |
| MBA 5910 | Seminar/Special Topics |
| MBA 5852 | Integrative Project |

*In order to advance in the MBA Program, students must complete this core in residence at UCO and earn a minimum grade of 3.0 (B).*

^International Immersion Experience. Cohort groups travel to a foreign destination in order to spend 10-14 days immersed in the social and business culture of the region. Overseen by our leading faculty.

^Capstone Course. Students must take this course in residence at UCO during their final semester of MBA enrollment. Prior to enrollment in this course, students must have earned a cumulative Graduate Average of 3.0 or higher GPA.

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Academic Affairs Form
July, 2019

Functional review NLM 9.11.2020
(undergraduate proposals only)
Capstone Course. Students must take this course in residence at UCO during their final semester of MBA enrollment. Prior to enrollment in this course, students must have earned a cumulative Graduate Average of 3.0 or higher GPA.

Integrative Project: Cohorts, split into teams, are overseen by faculty while completing a consulting project with an Oklahoma City Metropolitan area industry partner.

TOTAL HOURS REQUIRED ...........35 HOURS

3. Degree Designation: (Example, B.A. to B.F.A.)
   Existing Designation: 
   To: 

4. Change(s) in Minimum GPA Requirements:
   FROM (Existing Catalog Requirements)
   TO (Proposed Catalog Requirements)

5. Change(s) in Admission Requirements for the Program/Major:
   FROM (Existing Catalog Requirements)
   TO (Proposed Catalog Requirements)

Admission Requirements (All Applicants)
Also see below for additional requirements based on type of admission.
- Online application for admission www.uco.edu/graduate/
- Submit official GMAT/GRE score report.*
- A 500-word personal statement expressing the applicant’s interest in the program, goals and objectives, and any additional information the applicant believes would be helpful for admission decisions.
- Bachelor’s or advanced degree from an appropriately accredited institution, with an overall grade point average (GPA) of 2.75* or above. Official copies of undergraduate and graduate transcripts from each institution attended with all degrees posted. All transcripts must be from appropriately accredited institutions.
- Current resume.**
- Evidence of English language proficiency, if not a native speaker. See Graduate Admissions Information – English Language Proficiency.

*Minimum GMAT score of 450 and GRE score of 300. Prospective applicants may complete the score report waiver application if they do not have a GMAT or GRE from the last 5 years when applying to the program. Applications for the waiver may be found at http://mba.uco.edu under the “Admissions Details” tab. The admissions committee will consider waiver applications on a case-by-case basis. Waiver applications are typically received from individuals who 1) who have completed an advanced degree (e.g. masters or higher), 2) have completed 20 or more hours in an advanced degree program with a GPA of 3.5 or above, 3) have an undergraduate GPA of 3.5 or higher (or 3.5 or higher in the last 60 hours), AND 4) have at least 3 years of industry experience.

**GMAT score of 450 or GRE score of 300 are preferred. Prospective applicants may complete the score report waiver application if they do not have a GMAT or GRE from the last 5 years when applying to the program. Applications for the waiver may be found at http://mba.uco.edu under the “Admissions Details” tab. The admissions committee will consider waiver applications on a case-by-case basis. Waiver applications are typically received from individuals who 1) who have completed an advanced degree (e.g. masters or higher), 2) have completed 20 or more hours in an advanced degree program with a GPA of 3.5 or above, 3) have an undergraduate GPA of 3.5 or higher (or 3.5 or higher in the last 60 hours), AND 4) have at least 3 years of industry experience. The waiver application includes
experience. The waiver application includes submission of completed application form, resume, as well as an interview with program director/admissions committee.

**The MBA Admissions Committee recommends all UCO MBA applicants have 2-3 years industry experience, although this is not strictly required.**

Upon notification of acceptance from the Jackson College of Graduate Studies, a student must schedule an appointment with the Director of MBA Enrollment to complete the admission process.

6. Other requested action:

7. Will requested change require additional funds?  
   - Yes
   - No

   If yes, please specify the amount of the additional costs, the source of the funds, and how they will be expended over the next three years, including new or re-allocated full or part time faculty/staff.

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<th>Additional Funds</th>
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8. Will requested change impact an embedded certificate?  
   - Yes
   - No

   Impacted Certificate:

   If this change impacts any requirement of the embedded certificate, complete and submit a Certificate Change proposal.

9. Please provide a summary of the requested changes. (This is a listing of the changes requested) (This information will be submitted to the OSRHE)

   Change the GRE score of 300 and GMAT score of 450 from required to preferred. Eliminate the functional core section of the degree sheet and move these courses to the core section. Remove the ^^^ statement at the bottom of the course list.

10. The reason(s) for this change are based on which of the following: (Check all that apply; explain and document in Question #11)

    - Specialized Accreditation
    - SSCI (Self Study for Continuous Improvement)
    - Benchmark (e.g. comparison to peer institutions)
    - Assessment Data
    - Faculty Knowledge/Discipline Expertise
    - Advisory Board/Outside Professional Group
    - Other

11. For all items checked in Question #10, please provide a concise, yet comprehensive, statement that explains the reasons for requesting the change including any necessary documentation.

   (The information provided here will be submitted to the OSRHE)

   Changing the standard test score language from required to preferred allows flexibility in admissions for students with significant professional experience. Eliminating the functional core section of the degree sheet does not change the credit hours in the required courses nor electives. This move simplifies the degree sheet. Removing the ^^^ statement eliminates a superfluous notation. The course in the list was not tagged with the triple caret and the statement doesn’t enhance the course description in the catalog.
12. State Regents Math Initiative questions: (For undergraduate degree programs only)

As part of the broader work of the Mathematics Success Initiative, the Math Pathways Task Force has identified four gateway mathematics courses that are suitable general education mathematics course options. These courses, *College Algebra/Pre-Calculus, Introduction to Statistics, Functions and Modeling, and Quantitative Reasoning*, are included on the Course Equivalency Project transfer matrix and provide rigorous mathematical content that is more relevant and appropriate for specific academic majors.

1. Which mathematics course is required as part of the general education requirements? If the program allows for multiple gateway mathematics course options, provide a rationale for each.

2. Describe how the mathematics course was selected and how it best meets the needs of the program’s students.

3. How does this mathematics course articulate with your partner institutions?