



UNIVERSITY of WASHINGTON

Michael K. Young
President

March 10, 2014

Vice Chancellor Susan Jeffords
University of Washington, Bothell
Box 358522

Dear Susan:

Based upon the recommendations of the Executive Council, the General Faculty Organization has recommended approval of the revised program requirements for the Bachelor of Arts degree in Business Administration. A copy of the change is attached.

I am writing to inform you that the Business program is authorized to specify these requirements beginning winter quarter 2014.

The new requirements should be incorporated in printed statements and in individual department websites as soon as possible. The *General Catalog* website will be updated accordingly by the Registrar's Office.

Sincerely yours,

A handwritten signature in black ink, appearing to read 'Michael K. Young'.

Michael K. Young
President

Enclosure

cc: Dr. Philip Palm (with enclosure)
Mr. Robert Corbett (with enclosure)
Ms. Virjean Edwards (with enclosure)



UNIVERSITY OF WASHINGTON

CREATING AND CHANGING UNDERGRADUATE
ACADEMIC PROGRAMS

MAR 02 2014

OFFICE USE ONLY

Control #

BBUS-20140114 A

After college/school/campus review, send a signed original and 1 copy to the Curriculum Office/FCAS, Box 355850.

For information about when and how to use this form: <http://depts.washington.edu/uwcr/1503instructions.pdf>

College/Campus	UW Bothell	Department/Unit	School of Business	Date	1/14/2014
New Programs					
<input type="checkbox"/> Leading to a Bachelor of _____ in _____ degree.					
<input type="checkbox"/> Leading to a Bachelor of _____ degree with a major in _____.					
<input type="checkbox"/> Leading to a _____ Option within the existing major in _____.					
<input type="checkbox"/> Leading to a minor in _____.					
Changes to Existing Programs					
<input type="checkbox"/> New Admission Requirements for the Major in _____ within the Bachelor of _____.					
<input type="checkbox"/> Revised Admission Requirements for the Major in _____ within the Bachelor of _____.					
<input checked="" type="checkbox"/> Revised Program Requirements for the Major in <u>Business Administration</u> within the Bachelor of <u>Business Administration</u> .					
<input type="checkbox"/> Revised Requirements for the Option in _____ within the major in _____.					
<input type="checkbox"/> Revised Requirements for the Minor in _____.					
Other Changes					
<input type="checkbox"/> Change name of program from _____ to _____.					
<input type="checkbox"/> Change delivery method or location of program.					
<input type="checkbox"/> New or Revised Continuation Policy for _____.					
<input type="checkbox"/> New Honors Requirements for _____.					
<input type="checkbox"/> Eliminate program in _____.					
Proposed Effective Date: Quarter: <input type="checkbox"/> Autumn <input checked="" type="checkbox"/> Winter <input type="checkbox"/> Spring <input type="checkbox"/> Summer Year: 2014					
Contact Person:	Philip Palm	Phone: 33810	Email: ppalm@uwb.edu	Box:	358533
EXPLANATION OF AND RATIONALE FOR PROPOSED CHANGE					
For new program, please include any relevant supporting documentation such as student learning outcomes, projected enrollments, letters of support and departmental handouts. (Use additional pages if necessary).					
This course was approved by the Curriculum Committee of the School of Business on March 13, 2013 and received Curriculum Office approval on June 11, 2013.					
Because of the need to improve the business writing skills of our undergraduate students, the School of Business seeks to make B BUS 307: Business Writing a core class in the B.A. in Business Administration program at Bothell (Major Code B BUS-00-12). We anticipate that this will make our students more successful in their subsequent courses and in their future careers.					
Students in the B.A. undergraduate program at Bothell are required to take 15 credits of non-business general electives. In order to accommodate the addition of BBUS 307: Business Writing to our core courses effective Autumn 2013, it is proposed to reduce Non-Business General electives from 15 credits to 10 credits. Also, as BBUS 307: Business Writing is a more rigorous course, BBUS 305: Business Communication is no longer an additional degree requirement.					
OTHER DEPARTMENTS AFFECTED					
List all departments/units/ or co-accredited programs affected by your new program or changes to your existing program and acquire the signature of the chair/director of each department/unit listed. Attach additional page(s) if necessary. *See online instructions.					
Department/Unit:	Chair/Program Director:			Date:	
Department/Unit:	Chair/Program Director			Date:	

CATALOG COPY

Catalog Copy as currently written. Include only sections/paragraphs that would be changed if your request is approved. Please cross out or otherwise highlight any deletions.

Non-business General Electives (15 credits)

300-400 level courses offered in any program other than the School of Business or approved comparable upper-division transfer courses.

PROPOSED CATALOG COPY

Reflecting requested changes (Include exact wording as you wish it to be shown in the printed catalog. Please underline or otherwise highlight any additions. If needed, attach a separate, expanded version of the changes that might appear in department publications).
Please note: all copy will be edited to reflect uniform style in the General Catalog.

Non-business General Electives (10 credits)

300-400 level courses offered in any program other than the School of Business or approved comparable upper-division transfer courses (except BIS 315 or BIS 495)

APPROVALS

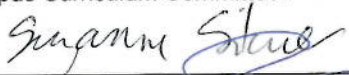
Chair/Program Director:



Date:

2/19/14

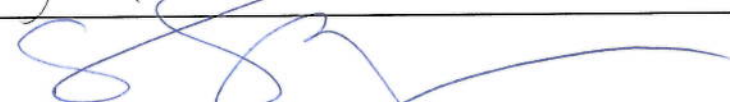
College/School/Campus Curriculum Committee:



Date:

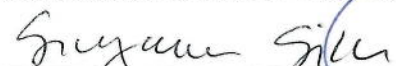
2-19-14

Dean/Vice Chancellor:



Date:

Faculty Council on Academic Standards/ General Faculty Organization/Faculty Assembly Chair:



Date:

2-19-14

POST TRI-CAMPUS APPROVAL (when needed)

Faculty Council on Academic Standards/ General Faculty Organization/Faculty Assembly Chair:

Date:

Current Program:

Requirements for BA in Business Administration

90 credits as follows:

Core Courses – 25 Credits:

- B BUS 300/ B BSKL 300: Management of Organizations/Teamwork Skills (5)
- BBUS 310: Managerial Economics (5)
- BBUS 320: Marketing Management (5)
- BBUS 340: Operations and Project Management (5)
- BBUS 350: Business Finance (5)

Capstone Courses – 10 Credits

- BBUS 470: Business Policy & Strategic Management (5)
- BBUS 480: International Business (5)

B BUS Concentration Courses – 20 Credits (Finance, Management, MIS, Marketing, Retail Mgt., TIM, Self-directed)

Business or Non-Business General Electives (20 credits)

- Must be 300 or 400 level.
- May use General Electives toward a Minor or 2nd Business Concentration

Non-Business General Electives (15 credits)

- Must be non-business courses at the 300/400 level (except BIS 315 or BIS 495)

1. *Additional Degree Requirements:*

- Total of 180 credits; Completion of all Degree Requirements and 90 credits (300/400 levels) in the program
- Core, Capstone and BBUS Concentration/BBUS Electives must be completed at UWB
- Must meet Senior residency requirement – 45 of final 60 credits must be taken at UWB
- Minimum grade of 1.7 in Business Courses
- Minimum 10 credits of Writing Requirement (W-courses or additional English Composition courses)
- BBUS/BBSKL 305 Managerial Communications course (if noted on an acceptance letter and/or if the student received less than a 4.0 on the WSA)
- Minimum 2.0 cumulative GPA
- All 90 credits must be graded (no S/NS)
- Complete Graduation Application 2/3 quarters prior to graduation

Proposed Program:

Requirements for BA in Business Administration

90 credits as follows:

Core Courses – 30 Credits:

- B BUS 300/ B BSKL 300: Management of Organizations/Teamwork Skills (5)
- BBUS 307: Business Writing (5)
- BBUS 310: Managerial Economics (5)
- BBUS 320: Marketing Management (5)
- BBUS 340: Operations and Project Management (5)
- BBUS 350: Business Finance (5)

Capstone Courses – 10 Credits

- BBUS 470: Business Policy & Strategic Management (5)
- BBUS 480: International Business (5)

B BUS Concentration Courses – 20 Credits (Finance, Management, MIS, Marketing, Retail Mgt., TIM, Self-directed)

Business or Non-Business General Electives (20 credits)

- Must be 300 or 400 level (except BIS 315 or BIS 495)
- May use General Electives toward a Minor or 2nd Business Concentration

Non-Business General Electives (10 credits)

- Must be non-business courses level (except BIS 315 or BIS 495)

1. Additional Degree Requirements:

- Total of 180 credits; Completion of all Degree Requirements and 90 credits (300/400 levels) in the program
- Core, Capstone and BBUS Concentration/BBUS Electives must be completed at UWB
- Must meet Senior residency requirement – 45 of final 60 credits must be taken at UWB
- Minimum grade of 1.7 in Business Courses
- Minimum 10 credits of Writing Requirement (W-courses or additional English Composition courses)
- Minimum 2.0 cumulative GPA
- All 90 credits must be graded (no S/NS)
- Complete Graduation Application 2/3 quarters prior to graduation