



University of Washington Office of the President, Box 351230

May 2, 2003

Dean Yash Gupta
Business School
Box 353200

Dear Yash:

Based upon the recommendation of its Subcommittee on Admissions and Programs, the Faculty Council on Academic Standards has recommended approval of revised admission and major requirements for a Bachelor of Arts degree in Business Administration. A copy of the program changes is attached.

I am writing to inform you that the Business School is authorized to specify these requirements for students entering the program autumn quarter 2003.

The revised 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,

Lee L. Huntsman
Interim President

Enclosure

cc: Professor Roland E. Dukes (with enclosure)
✓ Mr. W. W. Washburn (with enclosure)
Mr. Robert Corbett (with enclosure)

BUS-022503



BUSAD-022503

Creating or Changing Undergraduate Academic Degree Programs

After college/school review, send signed original and 7 copies to: FCAS, Box 351271

College or School Business School	Department/Unit Business School	Date 2/25/2003
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Check Appropriate Box

- ☐ New Admission Requirements
 ☒ Revised Major Requirements
 ☐ New Option
☒ Revised Admission Requirements
 ☐ New Minor
 ☐ New Major/Degree

Explanation of proposed changes or new programs. Attach additional page if necessary:

In 2002 the funding for the Evening Degree Program was merged with the day program causing the Business School to cease offering a separate Evening Degree Program. We continue to offer evening courses to the admitted students to help them finish their degrees but could not guarantee our ability to offer the same to new students. Therefore we need to remove references to the Evening Degree Program from the catalog.

In Winter 2003, most OE and HRMOB and B POL course received a new course designation, MGMT. Three of the core courses need to be changes to reflect the new designation.

Desired Implementation date (no earlier than one full quarter after anticipated date of approval): Autumn 2003

Existing Catalog Statement	Proposed Catalog Statement (<u>underline</u> for additions, strike through for deletions)
<p>The Business School admits only for autumn quarter, offering application for early admission to those attending the UW and prepared to declare a business major during their freshman year, and application for upper-division admission to all other students. Admitted students may elect to take classes the summer quarter prior to autumn-quarter admission.</p> <p>Academic advisers are available to help with selecting classes, understanding UW and Business school policies and procedures, long-range planning, applying for graduation, making referrals to other campus resources and programs, and providing any needed general assistance.</p> <p>Evening Degree Program</p> <p>Students may earn a Bachelor of Arts in Business Administration through the Evening Degree Program. Admission and graduation requirements are identical to requirements for the day business program, shown below. The Evening Degree Program offers concentrations in Marketing and Management.</p> <p>Honors Program</p> <p>The honors curriculum is designed to recognize and encourage high scholastic achievement in the Business School. Honors students benefit from a sense of community generated by honors seminars, as well as from the academic challenge associated with more rigorous study. The program requirements are flexible, challenging students to explore business topics in greater depth. Students entering the Honors program become candidates for the</p>	<p>The Business School admits only for autumn quarter, offering application for early admission to those attending the UW and prepared to declare a business major during their freshman year, and application for upper-division admission to all other students. Admitted students may elect to take classes the summer quarter prior to autumn-quarter admission.</p> <p>Academic advisers are available to help with selecting classes, understanding UW and Business school <u>School</u> policies and procedures, long-range planning, applying for graduation, making referrals to other campus resources and programs, and providing any needed general assistance.</p> <p>Evening Degree Program</p> <p>Students <u>may earn a Bachelor of Arts in Business Administration through the Evening Degree Program.</u> Admission and graduation requirements are identical to requirements for the day business program, shown below. The Evening Degree Program offers concentrations in Marketing and Management.</p> <p>Honors Program</p> <p>The honors curriculum is designed to recognize and encourage high scholastic achievement in the Business School. Honors students benefit from a sense of community generated by honors seminars, as well as from the academic challenge associated with more rigorous study. The program requirements are flexible, challenging students to explore business topics in greater depth. Students entering the Honors candidates for the degree "With College</p>

Marla Hill has asked that I send an explanation as to why the recent Undergraduate Program change request was not signed by a department representative. There is not a department associated with this program change and so I decided it was appropriate to leave the department signature blank. The document is signed by the chair of the Business School Faculty Council and the Dean. I can sign on behalf of the Undergraduate Program but did not think it was necessary. Please advise if you do not agree. Thank you.

<i>Roley</i>	Date 3/26/03
<i>in Blank</i>	Date 4/18/03

Roland E. (Pete) Dukes
 Durwood L. Atkire Professor of Accounting and
 Associate Dean for Undergraduate Programs
 Phone: 206-543-7141
 Fax: 206-685-0302

Creating or Changing Undergraduate Academic Degree Programs

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Existing Catalog Statement	Proposed Catalog Statement (<u>underline</u> for additions, strike through for deletions)
<p>Undergraduate Business Educational Opportunity Program</p> <p>Director, Jai-Anna Elliott</p> <p>Recruitment, admissions counseling, advising, and support services are available for minority students underrepresented at the University, and students from educationally and economically disadvantaged backgrounds. Special scholarships are also available for underrepresented minority students. Academic advisers have information on the Business Educational Opportunity Program.</p> <p>Bachelor of Arts in Business Administration</p> <p>Admission Requirements</p> <p>Applicants are considered in four admission groups, the Freshman Admission Program (FRAP), the Early Admission Group (EAG), the Upper-Division Admission Group (UAG), and the Evening Degree Program Group (EDPG), described below. The following requirements apply to the Early Admission Group, the Upper-Division Admission Group, and the Evening Degree Program Group:</p> <ol style="list-style-type: none"> 1. A minimum cumulative GPA of 2.50 for all college course work. 2. A minimum cumulative GPA of 2.50 for all required business administration courses. 3. A student who has previously attended the UW also must have GPAs of at least 2.50, both UW cumulative and in UW business administration courses. 4. Since eligible applicants exceed the space available, acceptance is competitive. Admission will be based on evaluation of five factors: (a) for Early Admission Group, pre-college test scores from SAT or ACT; (b) overall scholastic record; (c) grades in pre-business courses, described below; (d) written communication skills; and (e) evidence of leadership skills, community activities, and the promise of achievement in a business or professional career. Consideration is also given to such factors as economic and educational disadvantage, significantly higher recent grades, rigor of courses taken, and exceptional extracurricular activities or work experience. <p>Admission for FRAP, EAG, and UAG is offered once a year, for autumn quarter only. A Business School application, together with all supporting materials, must be on file by April 1 (April 15 for transfer students). Admission for the Evening Degree Program is offered autumn, winter, and spring quarters. The EDP application and all supporting materials must be on file by April 15, October 15, and January 15, respectively. Records of all course work completed by the deadline must be submitted at the time of application, regardless of admission group</p>	<p>Undergraduate Business Educational Opportunity Program</p> <p>Director, Jai-Anna Elliott</p> <p>Recruitment, admissions counseling, advising, and support services are available for minority students underrepresented at the University, and students from educationally and economically disadvantaged backgrounds. Special scholarships are also available for underrepresented minority students. Academic advisers have information on the Business Educational Opportunity Program.</p> <p>Bachelor of Arts in Business Administration</p> <p><u>Admission Application</u> Requirements</p> <p>Applicants are considered in four <u>three</u> admission groups, the Freshman Admission Program (FRAP), the Early Admission Group (EAG), <u>and</u> the Upper-Division Admission Group (UAG), and the Evening Degree Program Group (EDPG), described below. 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<p>Freshman Admission Program (FRAP) The School of Business Administration enrolls a small number of students each year directly out of high school, prior to necessary completion of any university-level prerequisites. Freshmen applicants to the University listing Business Administration as their intended major are automatically considered. Admission is offered to students with exceptionally competitive academic records, including but not limited to high school GPA and SAT or ACT scores.</p> <p>Early Admission Group (EAG) This admission path is open to students who began their studies at the UW as freshmen, have been enrolled no more than three quarters, and have completed 30 graded credits at the UW. Courses completed prior to applying must include ECON 200; MATH 112, 124, or 145; an approved English composition course chosen from C LIT 240, ENGL 104-105, 111, 121, 131, 182, 197, 198, 199, or 281; and pre-college test scores (ACT or SAT). General education or elective courses can be taken to complete the minimum of 30 graded credits.</p> <p>Upper-Division Admission Group (UAG) Students must present a minimum of 60 academic credits at the time of application including the following graded credits: ACCTG 215; ECON 200 or 201; MATH 112, 124, 127, or 145; an approved English composition course, chosen from C LIT 240, ENGL 104-105, 111, 121, 131, 182, 197, 198, 199, or 281. In addition, the following courses must be completed prior to admission in autumn quarter: ACCTG 225; ECON 200 and 201; O E 200; QMETH 201. Applicants should take general education or elective courses to complete the minimum of 60 graded credits.</p> <p>Students admitted to the UW as freshmen are expected to take ACCTG 215, 225; O E 200; and QMETH 201 in residence.</p> <p>Qualified applicants with at least 45 credits and a minimum 2.85 GPA who meet University admission requirements, but not Business School requirements, are eligible to be placed in the College of Arts and Sciences as pre-business majors.</p> <p>Evening Degree Program Group (EDPG) Students applying to the Evening Degree Program must meet the same admission requirements as the Upper Division Admission Group, plus have a demonstrable need to take courses in the evening rather than the day.</p>	<p>Freshman Admission Program (FRAP) The School of Business Administration <u>School</u> enrolls a small number of students each year directly out of high school, prior to necessary completion of any university-level prerequisites. Freshmen applicants to the University listing Business Administration as their intended major are automatically considered. Admission is offered to students with exceptionally competitive academic records, including but not limited to high school GPA and SAT or ACT scores.</p> <p>Early Admission Group (EAG) This admission path is open to students who began their studies at the UW as freshmen, have been enrolled no more than three quarters, and have completed 30 <u>numerically</u> graded credits at the UW. Courses completed prior to applying must include ECON 200; MATH 112, 124, <u>134</u>, or 145; an approved English composition course chosen from C LIT 240, ENGL 104-105, 111, 121, 131, 182, 197, 198, 199, or 281; and pre-college test scores (ACT or SAT). General education or elective courses can be taken to complete the <u>minimum</u> of 30 graded credits.</p> <p>Upper-Division Admission Group (UAG) Students must present a minimum of 60 academic credits at the time of application including the following graded credits: ACCTG 215; ECON 200 or 201; MATH 112, 124, 127 <u>134</u>, or 145; an approved English composition course, chosen from C LIT 240, ENGL 104-105, 111, 121, 131, 182, 197, 198, 199, or 281. In addition, the following courses must be completed prior to admission in autumn quarter: ACCTG 225; ECON 200 and 201; O E <u>MGMT</u> 200; QMETH 201. Applicants should take general education or elective courses to complete the minimum of 60 graded credits.</p> <p>Students admitted to the UW as freshmen are expected to take ACCTG 215, 225; O E <u>MGMT</u> 200; and QMETH 201 in residence.</p> <p>Qualified applicants with at least 45 credits and a minimum 2.85 GPA who meet University admission requirements, but not Business School requirements, are eligible to be placed in the College of Arts and Sciences as pre-business majors.</p> <p>Evening Degree Program Group (EDPG) Students applying to the Evening Degree Program must meet the same admission requirements as the Upper Division Admission Group, plus have a demonstrable need to take courses in the evening rather than the day.</p>

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<p>The University of Washington provides equal opportunity in education without regard to race, color, creed, religion, national origin, sex, sexual orientation, age, marital status, disability, or status as a disabled veteran or Vietnam veteran in accordance with University of Washington policy and applicable federal and state statutes and regulations.</p> <p>General Education Requirements: The following must be selected from the University Areas of Knowledge courses: 20 credits in Visual, Literary, & Performing Arts; 20 credits in Individuals & Societies, including 10 credits in microeconomics and macroeconomics (ECON 200 and 201); 20 credits in the Natural World, including 5 credits in calculus (MATH 112, 124, 127, or 145); most students need precalculus before taking college calculus (some precalculus courses qualify for the Natural World requirement); 5 credits in English composition.</p> <p>Students from community colleges in Washington should check the Transfer Guide or consult with their community college adviser for equivalent courses. Students from other four-year schools should see an adviser at their school. Students entering the Business School under the terms of the Associate Degree Agreement may apply courses selected from the community college's breadth list toward the general education requirements.</p> <p>Business School Requirements: ACCTG 215, 225; QMETH 201; O E 200; B ECON 300; MKTG 301; I S 300; I BUS 300; OPMGT 301; FIN 350; HRMOB 300; O E 302; B POL 470 or 471 or 480; and 300- or 400-level business administration electives (or area of concentration) to bring total number of business administration credits to 72; two writing-intensive courses, one from B CMU 301, B CMU 410, ENGL 281, ENGL 381; one from English composition, or from the remaining three courses listed immediately above, or from any W course. No more than 6 lower-division business elective credits; a minimum of 90 non-business-administration credits, which may include up to 14 credits economics and up to 9 credits of statistics; a cumulative GPA of at least 2.50 in all business administration credits earned at the UW; and a cumulative GPA of 2.50 for all UW credits. Students must complete six of the nine upper-division core courses, including Business Policy, and 40 of the 53 required upper-division business credits at the UW. Students who have taken more than three of the nine upper-division core business courses at another school should consult an academic adviser in the Business School Undergraduate Program Office prior to applying.</p>	<p>The University of Washington provides equal opportunity in education without regard to race, color, creed, religion, national origin, sex, sexual orientation, age, marital status, disability, or status as a disabled veteran or Vietnam veteran in accordance with University of Washington policy and applicable federal and state statutes and regulations.</p> <p>General Education Requirements: The following must be selected from the University Areas of Knowledge courses: 20 credits in Visual, Literary, & Performing Arts; 20 credits in Individuals & Societies, including 10 credits in microeconomics and macroeconomics (ECON 200 and 201); 20 credits in the Natural World, including 5 credits in calculus (MATH 112, 124, 127 <u>134</u>, or 145); most students need precalculus before taking college calculus (some precalculus courses qualify for the Natural World requirement); 5 credits in English composition.</p> <p>Students from community colleges in Washington should check the Transfer Guide or consult with their community college adviser for equivalent courses. 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