

DOCUMENT N: COURSE AND PROGRAM DEVELOPMENT COVER SHEET

See Course and Program Development Policy and Procedures for Instructions

| | | |
|--|-----------------------------------|---------------------|
| SCHOOL: LAW <input type="checkbox"/> MSB X YGCLA <input type="checkbox"/> | Contact Name: Deborah Ford | Phone: x4997 |
| DEPARTMENT / DIVISION: <i>Economics, Finance, and Management Science</i> | | |
| SHORT DESCRIPTION OF PROPOSAL (state name of action item 1-20 and course name, code & number / program affected): 7: Change in description for FIN 750 Real Estate Investment UB/Towson MBA | | |
| PROPOSED SEMESTER OF IMPLEMENTATION: Fall X Spring <input type="checkbox"/> Year: 2009 | | |

| | | | | |
|-------------------------------|-------------------------------------|--|------------|--------------------------------|
| Box 1: TYPE OF ACTION | ADD(NEW) <input type="checkbox"/> | DEACTIVATE <input type="checkbox"/> | MODIFY X | OTHER <input type="checkbox"/> |
| Box 2: LEVEL OF ACTION | Non-Credit <input type="checkbox"/> | Undergraduate <input type="checkbox"/> | Graduate X | OTHER <input type="checkbox"/> |

| Box 3: ACTION ITEM (check appropriate boxes) | | DOCUMENTS REQUIRED (see box 4 below) | IMPACT REVIEWS (see box 5 on back) | APPROVAL SEQUENCE (see box 6 on back) |
|--|--|---|---------------------------------------|--|
| | 1. Experimental Course ¹ | NOP | a, c, e | AC |
| | 2. Course Title | NO | | ABCD |
| | 3. Course Credits | NO | | ABCD |
| | 4. Course Number | NO | | ABCD |
| | 5. Course Level | NO | | ABCD |
| | 6. Pre & Co-Requisite | NO | | ABCD |
| X | 7. Course Description | NOP | | ABCDEF |
| | 8. New Course | NOP | | ABCDEF |
| | 9. Deactivate a Course | NO | | ABCDEF |
| | 10. Program Requirements | NO | b, c, d, e | ABCDEF |
| | 11a. UG Specialization (24 credits or less) | NO | a, b, c, d, e | ABCDEF |
| | 11b. Masters Specialization (12 credits or less) | NO | a, b, c, d, e | ABCDEF |
| | 11c. Doctoral Specialization (18 credits or less) | NO | a, b, e | ABCDEF |
| | 12. Closed Site Program | NOT | e | ABCDHIK |
| | 13. Program Suspension ⁹ | NO,5 | a, e | ABCDEGIK |
| | 14a. Certificate Program (ug/g) exclusively within existing degree program | NO | a, c, e | ABCDEFHIK |
| | 14b. Certificate Program (ug/g) where degree programs do not exist or where courses are selected across degree programs (12 or more credits) | NOQR, 6 | a, c, e | ABCDEFHJL |
| | 15. Off-Campus Delivery of Existing Program | NO, 4 | a, b, c, e | ABCDHIL |
| | 16a. UG Concentration (exceeds 24 credit hours) | NO, 5 | a, c, d, e | ABCDEFHJL |
| | 16b. Masters Concentration (exceeds 12 credit hours) | NO, 5 | a, c, d, e | ABCDEFHJL |
| | 16c. Doctoral Concentration (exceeds 18 credit hours) | NO, 5 | a, c, d, e | ABCDEFHJL |
| | 17. Program Title Change | NO, 5 | a, c, d, e | ABCDEFHJL |
| | 18. Program Termination | NO, 10 | d, e | ABCDEFHIK |
| | 19. New Degree Program | NOQR, 3,8 | a, c, d, e | ABCDEFHJL |
| | 20. Other | Varies | Varies | Varies |

| Box 4: DOCUMENTATION (check boxes of documents included) | | | |
|---|-------------------------------|------------------------------|----------|
| X | N. This Cover Sheet | Q. Full 5-page MHEC Proposal | T. Other |
| X | O. Summary Proposal | R. Financial Tables (MHEC) | |
| | P. Course Definition Document | S. Contract | |

- Approval of experimental course automatically lapses after two offerings unless permanently approved as a new course.
- Codes: a) Library Services (Langsdale or Law) b) Office of Technology Services c) University Relations d) Admissions
- Letter of Intent is required by USM at least 30 days before a full proposal can be submitted. Letter of Intent requires only the approval of the dean and the provost and is forwarded to USM by the Office of the Provost.
- One-page letter to include: Program title & degree/certificate to be awarded; resources requirements; need and demand; similar programs; method of instruction; and oversight and student services (MHEC requirement)
- One-page letter with description and rationale (MHEC requirement)
- One or two-page document that describes: centrality to mission; market demand; curriculum design; adequacy of faculty resources; and assurance program will be supported with existing resources. (MHEC requirement)
- Learning objectives, assessment strategies; fit with UB strategic plan
- Joint Degree Program or Primary Degree Programs require submission of MOU w/ program proposal. (MHEC requirement)
- Temporary suspension of program to examine future direction; time not to exceed two years. No new students admitted during suspension, but currently enrolled students must be given opportunity to satisfy degree requirements.

DOCUMENT N: COURSE AND PROGRAM DEVELOPMENT COVER SHEET (Page 2 of 2)

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10. Provide:
- a. evidence that the action is consistent with UB mission and can be implemented within the existing program resources of the institution.
 - b. proposed date after which no new students will be admitted into the program;
 - c. accommodation of currently enrolled students in the realization of their degree objectives;
 - d. treatment of all tenured and non-tenured faculty and other staff in the affected program;
 - e. reallocation of funds from the budget of the affected program; and
 - f. existence at other state public institutions of programs to which to redirect students who might have enrolled in the program proposed for abolition.
11. University Council *review* (for a recommendation to the President or back to the Provost) shall be limited to curricular or academic policy issues that may potentially affect the University's mission and strategic planning, or have a significant impact on the generation or allocation of its financial resources.

| Box 5: IMPACT REVIEW | SIGNATURES (see procedures for authorized signers) | DATE |
|--|--|------|
| a. Library <input type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached | Director or designee: | |
| b. OTS <input type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached | CIO or designee: | |
| c. University Relations <input type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached | Director or designee: | |
| d. Admissions <input type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached | Director or designee: | |
| e. Records <input type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached | Registrar or designee: | |

| Box 6: APPROVAL SEQUENCE | APPROVAL SIGNATURES | DATE |
|---|---|----------------|
| A. Department / Division | Chair: <i>Deborah Ford</i> | <i>2/24/09</i> |
| B. Final faculty review body within each School | Chair: <i>Raid</i> | <i>2/24/09</i> |
| C. College Dean | Dean: <i>Warren B. Smith</i> | <i>2/25/09</i> |
| D. Provost and Senior Vice President for Academic Affairs | Provost: <i>Marguerite Weber for Susan Zocur</i> | <i>3-3-09</i> |
| E. Curriculum Review Committee (UFS subcommittee) | Chair: <i>Stacy D. Yarn</i> | <i>3-11-09</i> |
| F. University Faculty Senate (UFS option) | Chair: | |
| G. University Council (see # 11 above) | Chair: | |
| H. President | President: | |
| I. Board of Regents – notification only | | |
| J. Board of Regents – approval | | |
| K. MHEC – notification only | | |
| L. MHEC – approval | | |
| M. Middle States Association notification | Required only if the mission of the University is changed by the action | |

DOCUMENT O: SUMMARY PROPOSAL

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| DEPARTMENT / DIVISION: <i>Economics, Finance, and Management Science</i> | | |
| SHORT DESCRIPTION OF PROPOSAL (state action item 1-23 and course name & number or program affected): | | |
| <i>7: Change in description for FIN 750 Real Estate Investment UB/Towson MBA</i> | | |
| PROPOSED SEMESTER OF IMPLEMENTATION: | Fall <input checked="" type="checkbox"/> Spring <input type="checkbox"/> | Year: 2009 |

O-1: Briefly describe what is being requested:

Change in course description for FIN 750**Title:** *Real Estate Investment (No Change)***New Description:**

This is an advanced course in the analysis and valuation of income-producing real property. Topics include real estate cash flow analysis, internal rate of return, analysis under risk and uncertainty, appraisal techniques, alternative financing forms, market analysis and the securitization of real property and mortgages. Both theory and case analysis are employed and students will become proficient in the use of ARGUS real estate analysis software.

Prerequisite: *FIN 640 (No Change)*

For new courses or changes in existing courses (needed by Registrar)

| | | |
|---|--------------------------------|------------|
| OLD Title: <i>Real Estate Investment</i> | Course # / HEGIS Code: FIN 750 | Credits: 3 |
| NEW Title: <i>Real Estate Investment</i> | Course # / HEGIS Code: FIN 750 | Credits: 3 |

O-2: Set forth the rationale for the proposal:

Updating and revision based on review of course and program content by the MSB finance faculty to support reinstatement of MS Business in Finance program.

The faculty has updated the Finance Program to include professional technology and financial data to allow students to make decisions in corporate, security, and real estate environments.

The MSB program, like most M.S. in finance degree, allows students to choose between a number of courses in either the corporate finance or investments areas. Specialized courses in Financial Institutions and in Real Estate Investment are offered as electives for students interested in those areas. The Real Estate Investment Course will be taught using ARGUS, the industry software for cash flow and return analysis.