

DOCUMENT N: COURSE AND PROGRAM DEVELOPMENT COVER SHEET

See Course and Program Development Policy and Procedures for Instructions

SCHOOL: LAW <input type="checkbox"/> MSB <input checked="" type="checkbox"/> YGCLA <input type="checkbox"/>	Contact Name: Marilyn Oblak/ Darlene Smith	Phone: x 5260
DEPARTMENT / DIVISION: Merrick School of Business		
SHORT DESCRIPTION OF PROPOSAL (state name of action item 1-20 and course name, code & number / program affected):		
Change in Program Requirements: Early Entry Law Option B.S. in Business Administration / JD		
PROPOSED SEMESTER OF IMPLEMENTATION: Fall <input checked="" type="checkbox"/> Spring <input type="checkbox"/> Year: 2008		

Box 1: TYPE OF ACTION	ADD(NEW) <input type="checkbox"/>	DEACTIVATE <input type="checkbox"/>	MODIFY <input checked="" type="checkbox"/>	OTHER <input type="checkbox"/>
Box 2: LEVEL OF ACTION	Non-Credit <input type="checkbox"/>	Undergraduate <input checked="" type="checkbox"/>	Graduate <input type="checkbox"/>	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
	7. Course Description	NOP		ABCD
	8. New Course	NOP		ABCDEF
	9. Deactivate a Course	NO		ABCDEF
X	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	ABCDEFHIL
	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. <i>Not enough information will attach to be reviewed</i> OTS <input type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached	CIO or designee: <i>Justin A. Wood</i>	<i>12/11/07</i>
c. University Relations <input type="checkbox"/> No impact <input checked="" type="checkbox"/> Impact statement attached	Director or designee: <i>Genevieve B...</i>	<i>12.10.07</i>
d. Admissions <input checked="" type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached	Director or designee: <i>Wendy Bolzara</i>	<i>12/11/07</i>
e. Records <input type="checkbox"/> No impact <input checked="" type="checkbox"/> Impact statement attached	Registrar or designee: <i>J. Brown</i>	<i>12/12/07</i>

Box 6: APPROVAL SEQUENCE	APPROVAL SIGNATURES	DATE
A. Department / Division	Chair: <i>Marilyn O'Neil, Chair UPC</i>	<i>12/7/07</i>
B. Final faculty review body within each School	Chair: <i>Rajesh...</i>	<i>12/7/07</i>
C. College Dean	Dean: <i>Susan Zoc...</i>	<i>12/10/07</i>
D. Provost and Senior Vice President for Academic Affairs	Provost: <i>Jonda Marshall</i>	<i>1/9/08</i>
E. Curriculum Review Committee (UFS subcommittee)	Chair: <i>Debra...</i>	<i>1/8/08</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

See Course and Program Development Policy and Procedures for Instructions

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DEPARTMENT / DIVISION: Merrick School of Business		
SHORT DESCRIPTION OF PROPOSAL (state action item 1-23 and course name & number or program affected):		
Change in Program Requirements: Early Entry Law Option B.S. in Business Administration / JD		
PROPOSED SEMESTER OF IMPLEMENTATION: Fall <input checked="" type="checkbox"/> Spring <input type="checkbox"/> Year: 2008		

O-1: Briefly describe what is being requested:

Design of 90-96 hour business curriculum that will allow students who are accepted for early entry into Law School to receive the BSBA upon successfully completing 30 hours in their 1st year of Law School.

Students entering as 1st year students will be able to complete all necessary requirements in 90 credit hours by beginning to take some 300 level business requirements in their 2nd year in place of electives. Students who transfer to the Merrick School of Business as juniors will need to complete 36 hours to be eligible for the early entry law option provided they have completed all lower-division general education and business requirements prior to transfer to the University of Baltimore.

1. All LD & UD Business Requirements satisfied (with the exception of Mgmt 475) for either option
2. Mgmt 475 is the capstone course and is designed for students to be taken in their final semester.
3. The transfer student option requires:
 - Students have completed all lower-division general education and business requirements prior to transfer.
 - Students must complete 30 hours of upper-division business core to meet AACSB residency requirements (all core except Mgmt 475)
 - Students must complete 6 hours of upper-division general education.

The required 90-96 hour curriculum for the BSBA is contained in the attached table.

For new courses or changes in existing courses (needed by Registrar)		
OLD Title:	Course # / HEGIS Code:	Credits:
NEW Title:	Course # / HEGIS Code:	Credits:

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

This curriculum design for the BSBA supports the participation of business students in the early entry law school BSBA/JD option.

BSBA/JD Early Entry Option

I. 90-Hr Curriculum for Students entering as Freshmen

Yr 1	Fall			Spring			
		Hrs	Gen Ed		Hrs	Gen Ed	
LC1	AH: Arts	3	AH(1): Arts	LC1	AH: Lit	3	AH(2): Lit
LC2	SS (1)	3	SS (1)	LC2	SS (2)	3	SS (2)
LC3	IDIS 110	3		LC3	CMAT 201	3	AH(3): Spch
	Math 111	3	Math		Speech	3	WRIT
	Coll Alg	3			Coll Comp	3	WRIT
	IDIS 101	2			Inss 100	3	EI
		14	9			15	15
				AY Total		29	24

Yr 2	Fall			Spring		
		Hrs	Gen Ed		Hrs	Gen Ed
	Acct 201	3		Acct 202	3	
	Fin Acct	3		Mgrl Acct	3	
	Bula 151	3		AH: Hist/Phil	3	AH(4): HP
	Bus Law	3		Econ 305	3	
	Econ 200	3	SS (3)	Mgrl Econ	3	
	Intro Econ	3		Opre 330	3	
	Stat I	3	Math	Stat II	3	
	Science	3	SC	Science	4	SC
	Non-Lab	3			16	7
		15	9	AY Total	31	16
				LD Total	60	40

Yr 3	Fall			Spring		
		Hrs	Gen Ed		Hrs	Gen Ed
	Writ 300	3	UD GenEd	IDIS 302	3	UD GenEd
	Ideas Writ	3		Eth Issues	3	
	MIS	3		Fin 331	3	
	Inss 300	3		Finance	3	
	Mgmt 300	3		Mgmt 301	3	
	HRM	3		OB	3	
	Mgmt 339	3		Mgmt 302	3	
	Op Mgmt	3		Intl Bus	3	
	Mktg 301	3		Mgmt 302	3	
	Mktg	3		Intl Bus	3	
		15	3	Opre 315	3	
				Dec Sc	3	
					15	3
				AY Total	30	6
				3-Yr Total	90	46

II. 36-Hr Curriculum for Students Transferring as Juniors

Yr 3	Fall			Spring		
		Hrs	Gen Ed		Hrs	Gen Ed
	Writ 300	3	UD GenEd	IDIS 302	3	UD GenEd
	Ideas Writ	3		Eth Issues	3	
	Econ 305	3		Fin 331	3	
	Mgrl Econ	3		Finance	3	
	MIS	3		Mgmt 301	3	
	Inss 300	3		OB	3	
	Mgmt 300	3		Mgmt 302	3	
	HRM	3		Intl Bus	3	
	Mktg 301	3		Mgmt 339	3	
	Mktg	3		Op Mgmt	3	
	Opre 315	3		Stat II	3	
	Dec Sc	3			18	3
		18	3	AY Total	36	6

- Notes:
- All LD & UD Business Requirements satisfied (with the exception of Mgmt 475) for either option
 - Transfer Student Option Requires:
 - ** All LD Gen Ed and LD Business Requirements satisfied at entry
 - ** BSBA students would need to complete 36 hrs in their 3rd year:
 - ** 30 hr UD business core to meet AACSB residency reqr (all core except mgmt 475)
 - ** 6 hr UD gen ed
 - ** could allow waiver to take 18 hrs/sem or use summer (before/after) to complete yr 3