

DOCUMENT N: COURSE AND PROGRAM DEVELOPMENT COVER SHEET

Instruction: See Course and Program Development Policy and Procedures

SHORT TITLE OF PROPOSAL: Deactivate MGMT 504 as a core MBA requirement

COURSE # MGMT 504

Organizational Behavior HRM

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

Box 3: ITEM OF ACTION (check appropriate boxes)		APPROVAL SEQUENCE (see box 4 below)	DOCUMENTS REQUIRED (see box 5 on back)	INFO COPIES (see 2 on back)
<input type="checkbox"/>	1 Experimental Course ¹	AC	NOP	
<input type="checkbox"/>	2 Course Title	ABCD	NO	
<input type="checkbox"/>	3 Course Credits	ABCD	NO	
<input type="checkbox"/>	4 Course Number	ABCD	NO	
<input type="checkbox"/>	5 Course Level	ABCD	NO	
<input checked="" type="checkbox"/>	6 Deactivate a Course	ABCDEF	NO	a, b
<input type="checkbox"/>	7 Pre & Co-Requisite	ABCD	NO	a, b
<input type="checkbox"/>	8 Course Content	ABCD	NOP	a, b
<input type="checkbox"/>	9 New Course	ABCDEF	NOFQ	a, b
<input type="checkbox"/>	10a Certificate Program (ug/g) exclusively within existing degree program	ABCDEFHJL	NOQ	a, b, d
<input type="checkbox"/>	10b Certificate Program (ug/g) where degree programs do not exist or where courses are selected across degree programs (12 or more credits)	ABCDEFHIK	NOSR, 6	a, b, d
<input type="checkbox"/>	11a UG Concentration (exceeds 24 credit hours)	ABCDEFGHIK	NO, 5	a, b, d
<input type="checkbox"/>	11b Masters Concentration (exceeds 12 credit hours)	ABCDEFGHIK	NO, 5	a, b, d
<input type="checkbox"/>	11c Doctoral Concentration (exceeds 18 credit hours)	ABCDEFGHIK	NO, 5	a, b, d
<input type="checkbox"/>	12 Program Requirements	ABCDEF	NO	a, b, d
<input type="checkbox"/>	13 Program Title	ABCDEFGHIK	NO, 5	a, b, c, d
<input type="checkbox"/>	14 Off-Campus Deliver of Existing Program	ABCDEFHJK	NO, 4	a, b, c, d
<input type="checkbox"/>	15 Closed Site Program	ABCDJL	NOT	a, b
<input type="checkbox"/>	16 Program Suspension ⁹	ABCDEGJL	NOQ	a, b, c, d
<input type="checkbox"/>	17 Program Termination	ABCDEFHJL	NO, 10	a, b, c, d
<input type="checkbox"/>	18 Degree Program	ABCDEFGHIK	NOQRS, 3,8	a, b, c, d
<input type="checkbox"/>	19 New Center	ABCDEFGH		
<input type="checkbox"/>	20 Other	Varies	Varies	Varies

Box 4: APPROVAL SEQUENCE	APPROVAL SIGNATURES	DATE
A Department	Chair: <i>Susan Zaccu</i>	<i>12-12-05</i>
B Final faculty review body within each school	Chair: <i>Joe A. Brown</i>	<i>12/16/05</i>
C College Dean	Dean: <i>Anne McCarthy</i>	<i>12/16/05</i>
D Provost and Senior Vice President for Academic Affairs	Provost:: <i>[Signature]</i>	<i>1/3/06</i>
E Curriculum Review Committee (UFS subcommittee)	Chair: <i>Myranda Gilligan</i>	<i>1/10/06</i>
F University Faculty Senate	Chair: <i>N/A</i>	
G University Council ¹¹	Chair:	
H President	President::	
I Board of Regents – approval		
J Board of Regents – notification only		
K MHEC – approval		
L MHEC – notification only		
M Middle States Association notification	Required only if the mission of the University is changed by the action	

Box 5: DOCUMENTATION (check boxes of documents included)					
<input checked="" type="checkbox"/>	N. This Cover Sheet	<input type="checkbox"/>	Q. Full Description/Rationale	<input type="checkbox"/>	T. Contract
<input checked="" type="checkbox"/>	O. Summary Proposal	<input type="checkbox"/>	R. Full 5-page MHEC Proposal	<input checked="" type="checkbox"/>	U. Other <i>Supporting Rationale</i>
<input type="checkbox"/>	P. Syllabus	<input type="checkbox"/>	S. Financial Tables		

1. Approval automatically lapses after two offerings unless permanently approved by Action 9
2. Codes: a) Director of Library Services (Langsdale or Law) b) College Dean c) Planning Office d) EMSA
3. 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.
4. 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 *
5. One-page letter with description and rationale *
6. 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. *
7. Learning objectives, assessment strategies; fit with UB strategic plan
8. Joint Degree Program or Primary Degree Programs require submission of MOU w/ program proposal
9. 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.
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.

* Required by MHEC

DOCUMENT O – SUMMARY PROPOSAL

College: Business	Department: Management and Marketing	Cost Code:
Contact Person: Susan Zacur	Phone: 4977	Effective Semester:

O-1: Briefly describe what is requested:
 Deactivate MGMT 504 as a core MBA requirement. The content in MGMT 504 will be elevated to a 600 level course with a greater focus on leadership and ethics.

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

New Title:	Title #:	Credits:
Course Abbreviation:		
Old Title:	Title #:	Credits:

O-2: Set forth the rationale for the proposal:
 AACSB and the public press have recently highlighted the importance of leadership and ethics for business professionals. The deactivating of MGMT 504 and the introduction of MGMT 600 reflect the importance of leadership and ethics for business professionals.


O-3 Resources Needed:


	Personnel	Equipment	Expendables	Facility Costs	TOTAL COSTS
Start-up First Year					
Annual Thereafter					

Indicate probable source of additional funds, if needed:

O-4 Impact including OTS and Library resources (Complete a or b)

a) Impact was reviewed. All impacted units were contacted and understandings worked out. No unit objects to the proposal as currently submitted. The units contacted were:


 Department Chair Signature


 Date

b) Impact was reviewed. All objections were worked out except those documented in attachments. Units contacted were:

 Department Chair Signature

 Date

**Deactivating MGMT 504
&
Adding MGMT 600 -- LEADING WITH INTEGRITY**

Rationale:

A revision of the MBA curriculum is proposed in which MGMT 504, Organizational Behavior and Human Resource Management will no longer be listed as a graduate preparatory course. Instead, a new course will be created covering some of the same material along with leadership and ethics. This course will be at the 600 level and will be an additional required MBA course. This change has several elements that will be discussed below. The overall effect of the change is enhancement to the quality of our current MBA program and therefore to the preparation of our graduates for their professional careers.

Elevation of course to 600 level: MGMT 504 currently covers the topics of human resource management and organizational behavior. Because it is a preparatory course, it can be waived for students who have taken both undergraduate courses (HR and OB) or for students who pass the waiver exam. Since students may have taken the courses some time ago or may pass the waiver exam with strong knowledge in one area and weaker knowledge in the other area, students may advance to the MBA core 600 level courses with variable knowledge bases. MGMT 504, as it is currently taught, provides a solid grounding in OB and HR, but those topics are no longer sufficient to provide the “people skills” required by today’s employers.

Change in course content: MGMT 600 would provide grounding in leadership, ethics, HR, and OB. Since the course would be part of the MBA core, it would not be waivable and therefore students would gain a common understanding of the “soft” skills that are in demand in the marketplace. A review of the extant business literature identifies a strong demand for a leadership focus in graduate business education. Recent articles in Business Week, U.S. News & World Report, and the Wall Street Journal have discussed the results of research which clearly indicate executives’ desire to see MBAs better educated and trained in what has traditionally been defined as soft, or non-technical, skills. Specifically, executives want to see greater emphasis on leadership, communication, critical thinking skills and ethical reasoning. In addition, AACSB and related conferences on graduate curricula focus heavily on the teaching of leadership and ethics in MBA programs. The addition of MGMT 600 is in line with what industry is telling business schools it needs and enables the UB MBA program to be a contemporary among our peer group. A review of competitor programs shows that our existing MBA curriculum has a significant gap in this area, which will be closed with the addition of MGMT 600.

While the addition of MGMT 600 increases the length of the MBA program by three credit hours, our total program length is still shorter than that of our local competitors. The UB MBA will increase to 51 credit hours, compared to 53 at Loyola and 54 at JHU.