FACULTY CURRICULUM COMMITTEE
SIGNATURE PAGE

• In section A, list ALL of the forms covered by this signature page. If you submit a form that is not listed in A, your proposal will be held back until we receive a new, updated signature page.
• You must obtain the signature of your department chair and dean before submitting your proposal.

A. FORMS COVERED BY THIS SIGNATURE PAGE. List each form you are submitting—for instance, PSYC 383, Course Form; PSYC, Change of Major Form; PSYC, Change of Minor Form.

January 26, 2016 Memorandum to the School of Business Curriculum Committee

B. APPROVAL AND SIGNATURES. (for attached Program Change Form)

1. Signature of Department Chair or Program Director:
   ___________________________ Date: 2-14-2016
   ___________________________

2. Signature of Academic Dean:
   ___________________________ Date: 2/26/16
   ___________________________

3. Signature of Provost:
   ___________________________ Date: 3/9/16
   ___________________________

4. Signature of Business Affairs (only for course fees):
   ___________________________ Date: ______________

   □ fee approved on ____________
   □ BOT approval pending

5. Signature of Curriculum Committee Chair:
   ___________________________ Date: 3-23-16
   ___________________________

6. Signature of Budget Committee Chair (only for new programs):
   ___________________________ Date: ______________

7. Signature of Academic Planning Committee Chair (only for new programs):
   ___________________________ Date: ______________

8. Signature of Faculty Senate Secretary:
   ___________________________ Date: ______________

Date Approved by Faculty Senate: ______________
To: School of Business Curriculum Committee

Fr: Roger B. Daniels, Chair, Department of Accounting and Legal Studies

Dt: January 26, 2016

Re: Prohibition for Accounting majors to double major in Business Administration

Dear Committee:

This afternoon, the Department of Accounting and Legal Studies voted unanimously to prohibit Accounting majors from double majoring in Business Administration. The reason for this is that we believe that such a double major is unnecessary, too overlapping, and serves to dilute the accounting credentials of our majors. The change should go into effect Fall 2016 and will not affect any other major, minor or concentration. There is no cost to this change.

Since there appears to be no institutional curriculum form for this type of action, this memorandum is provided to facilitate the process of approval.

Please let me know if you have additional questions or concerns.

Per discussion w/the Committee and direct bv Gibbs Knotts, the "Faculty Curriculum Committee Change/Delete Program Form" is attached to this Memo intended to serve as the required cover letter.

R. B. D.
2-14-2016
FACULTY CURRICULUM COMMITTEE
CHANGE/DELETE PROGRAM FORM

Instructions:
- Please fill out all of the portions of the form that are specified in section B. You must do this before your request can move forward!
- Remember that your changes will not be implemented until the next catalog year at the earliest.
- If you have questions, please start by checking the detailed instructions on the website.
- Please feel free to contact the committee chair with any remaining questions you might have.

A. CONTACT INFORMATION.

Name: Roger B. Daniels
Phone: 953-7835
Email: danielsr@cofc.edu

School: School of Business
Department or Program: Accounting and Legal Studies

Name and Acronym of Major: Bachelor of Science in Accounting (ACCT)

B. CATEGORY OF REVIEW. Please check all that apply, then fill out the specified parts of the form.

☐ Change Request (fill out all sections)

This is a request to prohibit the option for students to double major in Accounting and Business Administration. It appears that there is not an appropriate box to check below.

☐ Add an existing course to requirements or electives
☐ Add a new course to requirements or electives (attach completed course form for each)
☐ Delete courses from requirements or electives
☐ Add or modify concentration*
☐ Add or modify cognate*

*Note: Only concentrations and cognates requiring 18 or more credit hours will be tracked in Banner and Degree Works and noted on the transcript.

☐ Terminate Program (fill out E, G, H, and I)
  ☐ Terminate degree
  ☐ Terminate major
  ☐ Terminate concentration
  ☐ Terminate cognate

C. GENERAL INFORMATION

Number of Current Credit Hours (for existing program): 66+ (per Catalog)
Number of Proposed Credit Hours (for changed program): 66+ (no change in hours)

D. Catalog Year in which changes will take effect: FALL 2016 (if possible)

E. CURRICULUM. Please list every change you are making below AND attach the current Program of Study Worksheet for this major (http://registrar.cofc.edu/program-of-study-resources/program-of-study-worksheets/index.php) with changes marked in RED. Additions should show where the course will be inserted,

This form was last updated on 6/6/2013 and replaces all others.  

Page 1 of 4
deletions should be noted by crossing out the course, and moves indicated with arrows. Distinguish between required and elective courses, and note any prerequisites, corequisites, sequencing, or other restrictions. Provide the catalog description and course list exactly as they should appear in the catalog. For each new course, submit the Curriculum Committee’s Course Form and a sample syllabus.

There will be no change to the undergraduate accounting curriculum relating to this change.

F. RATIONALE AND EXPLANATION. Please provide a narrative addressing the request you are making and why you are making it.

The faculty have determined that double majoring in Accounting and Business Administration is unnecessary as there is too much duplication and overlap of the two programs from a curriculum perspective. Accounting majors pursuing the Bachelor of Science in Business Administration have only one additional required course—MGMT 320 Management Information Systems which makes the two degrees nearly identical in nature. The faculty have concluded that students do not benefit from the double major and that such duplication of curriculum is not always well understood by employers of the students.

G. STUDENT LEARNING OUTCOMES AND ASSESSMENT.

<table>
<thead>
<tr>
<th>Student Learning Outcomes</th>
<th>Assessment Method and Performance Expected</th>
</tr>
</thead>
<tbody>
<tr>
<td>What will students know and be able to do when they complete the major or program?</td>
<td>How will each outcome be measured? Who will be assessed, when, and how often? How well should students be able to do on the assessment?</td>
</tr>
<tr>
<td>1. Functional in their Knowledge of Accounting</td>
<td>Student performance on assignments, cases, and exams will provide assessment measures regarding whether student learning is adequate in providing a functional knowledge of accounting. Undergraduate students enrolled in the required accounting courses will be assessed according to the Assurance of Learning (AoL) calendar adopted by the Department of Accounting and Legal Studies. Assessment is ongoing with each learning objective measured twice within a five year period (per AACSBS standards). It is expected that at least 75% of students will demonstrate functional knowledge of accounting.</td>
</tr>
<tr>
<td>2. Aware of the Ethical Responsibilities of Accounting Professionals</td>
<td>Student performance on assignments, cases, and exams will provide assessment measures regarding whether student learning is adequate in providing an awareness of the ethical responsibilities of accounting professionals. Undergraduate students enrolled in the</td>
</tr>
</tbody>
</table>
### 3. Effective Communicators

Student performance on assignments, cases, and exams will provide assessment measures regarding whether our students are effective communicators. Undergraduate students enrolled in the required accounting courses will be assessed according to the Assurance of Learning (AoL) calendar adopted by the Department of Accounting and Legal Studies. Assessment is ongoing with each learning objective measured twice within a five year period (per AACSB standards). It is expected that at least 75% of students will demonstrate functional knowledge of accounting.

### 4. Knowledgeable Users of Accounting Information Technology

Student performance on assignments, cases, and exams will provide assessment measures regarding whether our students are knowledgeable users of accounting information technology. Undergraduate students enrolled in the required accounting courses will be assessed according to the Assurance of Learning (AoL) calendar adopted by the Department of Accounting and Legal Studies. Assessment is ongoing with each learning objective measured twice within a five year period (per AACSB standards). It is expected that at least 75% of students will demonstrate functional knowledge of accounting.

**Additional Outcomes or Comments:**
H. IMPACT ON EXISTING PROGRAMS AND COURSES. Please describe the impact of this request on other programs and courses. If you are deleting a program, please describe the effect on all programs that will be impacted; if you are adding or changing a program, please explain any overlap with existing programs at the College.

None

I. COSTS ASSOCIATED WITH THE REQUESTED ACTION. List all of the new costs or cost savings (including new faculty/staff requests, library, or equipment) associated with your request.

None

J. CHECKLIST

XX I have completed all relevant parts of the form.

XX I have attached a cover letter that describes my request and lists all the documents I am submitting.

(January 26, 2016 Memo to School of Business Curriculum Committee)

☐ I have attached a Course Form for each newly-created or modified course.

☐ (For proposals that affect other departments in any way) I have attached an acknowledgement from the relevant department.

☐ I have provided the complete curriculum for the program, concentration, emphasis, etc., including the description and course list, exactly as it should appear in the catalog.

XX I have submitted one Signature Form that lists all of the different forms I am submitting.