

Proposal Status: Workflow Started

FULL PROPOSAL: Substantive Change(s) to a Course

Title of proposal (must begin with department abbreviation): BUS - New Course - BUS 3410 - Success Seminar: Career Development

Place an X next to the ones that apply:

<input type="checkbox"/>	Significant modification of course content by the addition or removal of topics embodied in the original course proposal.
<input type="checkbox"/>	Changing the course number by multiples of 1000 (e.g., 1230 to 2230 or 4320 to 3320)
<input type="checkbox"/>	Changing the credit hours awarded for the course
<input type="checkbox"/>	Changing course prerequisites or corequisites
<input checked="" type="checkbox"/>	Creating a new course

Effective date: Fall 2015

Contact information:

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Faculty of the originating department approved this proposal on 10-22-14 (date) by a vote of 5 aye votes; 0 nay votes; 0 abstentions; 2 eligible voting members absent

1. Description of proposed changes

The College of Business proposes to add a new course, BUS 3410 - Success Seminar: Career Development, to the list of required courses for all COB students. The current MGT 4410 - Senior Seminar, will no longer be a COB requirement.

2. Rationale for requested change

Include any information and/or data which is being used to justify the change(s)

An integral part of the mission of the College of Business is preparing students for the business world. The course will assist the COB in accomplishing its mission and assist students in being more effective students, better aligned with academic majors, and become business world ready by focusing on career goals. COB Leadership has identified a deficiency in equipping junior-level students with strategies to launch careers. Objectives of the course within the COB are increased graduation rates, increased employment rates, and increased internship rates. Taking this seminar course earlier in their academic career will help students in choosing a career and better prepare them for their job search.

3. Current course as listed in the Catalog

Prefix:	Number:
Title:	Credit Hours:

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Prerequisites:	Co-Requisites:
Cross-listed courses:	

4. Current course description as listed in the Catalog

5. Proposed new course as it will be listed in the Catalog

Prefix: BUS	Number: 3410
Title: Success Seminar: Career Development	Credit Hours: 1
Prerequisites: junior standing or department head approval	Co-Requisites:
Cross-listed courses:	

6. Proposed new description and program requirements to be listed in the Catalog (catalog copy)

Career planning and professional development practices will be explored and exercised to assist students in becoming business-world ready. The course offers exposure to business community leaders presenting on various career management topics. Students will refine self-marketing skills to enter or advance in the job market. Course graded on satisfactory/ no credit basis. Every semester. Prerequisite: junior standing or department head approval. Open to Business Administration majors only. Differential course fee will be assessed.

7. What is the instructional method for the course (Please select one)?

Lecture - Face-to-face Classroom Instruction

8. How will this course be graded (Please select one)?

S/NC - Satisfactory/No Credit

9. What are the pedagogical objectives of the course?

COB Leadership has identified a deficiency in equipping junior-level students with strategies to launch careers. Objectives of the course within the COB are increased graduation rates, increased employment rates, and increased internship rates. Course will be steeped in application of career readiness practices.

10. Outline the student learning outcomes—a statement of the minimum expectations of students as they complete the course. You must list at least three outcomes.

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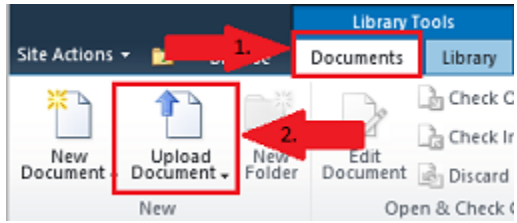
- Develop focus in career choices and prepare for career launch by identifying unique skill sets, developing required job-hunting materials, and adopting optimal practices to be marketable in a competitive global environment.
 - Demonstrate ability to network strategically through multiple venues and in diverse groups.
11. How will students be assessed on the learning outcomes?
- Programming for the class will involve business community members to encourage understanding of professional expectations in career launch practices
 - Reflective journals and assignments will be incorporated to encourage critical thinking and actions revolving around career launch readiness
 - Research paper will require students to identify job titles they will target following graduation and companies appropriate for those career goals.
12. If this course changes the program curriculum map, please attach a copy of the updated curriculum map here.
Please see the direction at the end of this proposal for how to upload your curriculum map document.
13. Provide additional information about the course including (a) how often the course is to be offered, (b) who will be the routing instructor or course coordinator, and (c) what steps will be taken by the department to ensure its continued coverage (current expertise and interest within the department).
Multiple course sections will be taught by Irene Hillman (MA Educational Psychology) or Jaclyn York (MEd), members of the COB Success Center. Offered every semester.
14. Will the proposed changes require a change to the Clear Path Showcase (4-year plan)? If yes, please attach both current and revised clear path documents.
Please see the directions at the end of this proposal for how to upload your clear path document.
15. How will the proposed changes impact the ability of students to complete the degree requirements in a timely manner, and how will the proposed changes impact requirements in other departments or programs?
There will be no impact on students' ability to complete degree with proposed changes.
16. Will a laboratory/studio fee or other course fee be assessed? If yes, include a rationale for the fee assessment.
No
17. Does this change require new resources from the originating department or other departments (including the library)? If yes, please explain.
No

Direction for uploading supporting documents:

1. To upload your model syllabus to the folder for your proposal go to <https://spaces.utc.edu/sites/UndergraduateProposal>.
2. Next, click on the name of your proposal under "My Proposals".

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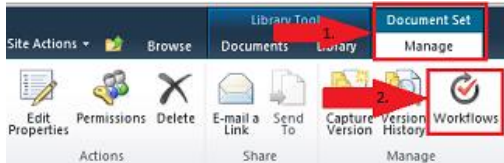
3. Click the "Documents" tab and then click the "Upload Document" tab.



Important: After completing your proposal you must start the *Curriculum Proposal Workflow*.

To begin workflow:

1. Click on the name of your proposal below.
2. Next, click the "Document Set Manage" tab in the ribbon at the top of the page and select the "Workflows" button.



3. Under "Start a New Workflow" click "Curriculum Proposal Workflow" and then click the "Start" button.

Workflow Sequence for Full Proposal – Course Changes

1. Department Head
2. College Curriculum Committee
3. College Dean
4. Other Areas Affected (If any)
5. Records Office
6. Associate Provost
7. Provost (if a fee will be assessed)
8. Faculty Senate Curriculum Committee
9. Faculty Senate