Wilkes University Curriculum Committee

PROPOSAL SUBMITTAL FORM

Directions:
- Use this set of forms for all proposals sent to the Curriculum Committee.
- Pages 1-3 of this document are required. Any unnecessary forms should be deleted from the packet before submissions. If multiple forms are needed (course addition, course deletion, etc), simply copy and paste additional forms into this packet.
- Note that all new programs (majors and minors) and program eliminations must be reviewed and approved by the Provost and APC prior to submission to the Curriculum Committee. Significant program revisions must also undergo review and approval by the Provost. The Provost will determine if a significant proposal revision requires approval by the APC. Revisions to the General Education curriculum originate from the General Education Committee and must be reviewed and approved by the Provost.
- Completed (and signed) forms are due on the first Tuesday of every month. Submit one signed copy to the Chair of the Curriculum Committee.

1. Originator: Marianne M. Rexer
   Finance, Accounting, Management (FAM)
   Marianne.rexer@wilkes.edu X 4716

2. Proposal Title: Sport & Event Management Minor

3. Check only one type of proposal: (double click on the appropriate check box and change default value to “checked”).

- ✔ New Program. (Major or Minor Degree Programs, Certificate Programs). This requires prior review and approval by the Provost and APC.
- □ Elimination of Program. (Major or Minor Degree Programs). This requires prior review and approval by the Provost and APC.
- □ Program Revision. Significant revisions to a program require review and approval by the Provost. The Provost determines if review and approval by APC is necessary.
- □ General Education Revision. Submissions only accepted from the General Education Committee (GEC). Must be reviewed and approved by the Provost.
- □ Creation of new departments, elimination of existing department. This requires prior review and approval by the Provost and APC.
- □ Course additions or deletions not affecting programs (such as elective courses, transition of “topics” courses to permanent courses).
- □ Change in course credit or classroom hours.
- □ Incidental Changes. Includes changes in course/program title, course descriptions, and course prerequisites. (Although these changes do require approval by the Curriculum Committee, they do not go before the full faculty for approval).
- □ Other (Specify)
4. Indicate the number of course modification forms that apply to this proposal:

   ______ Course Addition Form (plus syllabi)
   ______ Course Deletion Form
   ______ Course Change Form

5. Executive Summary of Proposal.

   Briefly summarize this proposal. The breadth and depth of this executive summary should reflect the complexity and significance of the proposal. Include an overview of the proposal, background and reasoning behind the proposal and a description of how the proposal relates to the mission and strategic long-range plan of the unit and/or university. For incidental changes a one or two sentence explanation is adequate.

   Insert Text Here…

   The mission of the Jay S. Sidhu School of Business & Leadership is: The faculty of the Sidhu School commit to the development of our regional, national, and international students and alumni through: the practice of impactful teaching and mentoring; the understanding of emotional intelligence and entrepreneurial spirit; the growth of leadership potential; and their continued development to meet these challenging demands. Central to our programs and initiatives is the commitment to continuous program improvement and the development of programs and opportunities that add value to Wilkes University and its mission.

   Given the approval of a Sports and Event Management major, this proposal would allow interested students to minor in Sport and Event management. The three additional courses for the major account for nine of the eighteen credits necessary for the minor.

6. Other specific information. (Not applicable for incidental changes.)

   What other programs, if any, will be affected by this proposal? Describe what resources are available for this proposal. Are they adequate? What would be the effect on the curriculum of all potentially affected programs if this proposal were adopted? Include any potential effects to the curriculum of current programs, departments and courses.

   Insert Text Here…

   This minor will enhance the curricular opportunities for students within and outside the Jay S. Sidhu School of Business & Leadership. Specifically, its curriculum and course requirements enhance the marketing and management degrees within the school. Outside the school, these classes seem a natural fit for communication majors interested in careers in sport and event areas.

7. Program Outline. (Not applicable for incidental changes).

   A semester-by-semester program outline as it would appear in the bulletin for a new program or any modified program with all changes clearly indicated.

   Sport & Event Management Minor

   Total minimum number of credits required for a minor in Sport & Event Management – 18
For majors in other disciplines, The Jay S. Sidhu School of Business and Leadership offers an 18 credit minor in Sport and Event Management. Students considering careers in or involving aspects of the sport and event management profession will find this Minor an excellent complement to their primary academic and career interests. All students seeking the Minor will be required to complete the following list of courses:

SEM 201 Sport & Event Administration

SEM 355 Facility & Event Management

BA 337 Legal Aspects of Sport/Event Management

SEM 365 Wilkes’ Sport & Event Management Experience

Two of the following courses:

Soc 261, Mkt 325, Mkt 326, MGT 353, Ent 298, NSG 200, COM 302, or Com 303
8. Signatures and Recommendations. (please date)
   - Signatures of involved Department chair(s) and Dean(s) indicate agreement with the proposal and that adequate resources (library, faculty, technology) are available to support proposal.
   - If a potential signatory disagrees with a proposal he/she should write “I disagree with this proposal” and a signed statement should be attached to this submission.

Print Name/Title
Dr. Jennifer J. Edmonds
Chair, Finance, Accounting and Management Department

Signature
Date
29 APR 2013

Print Name/Title
Dr. Anne Heineman Batory
Chair, Entrepreneurship, Leadership Studies, and Marketing Department

Signature
Date
04/30/2013

Print Name/Title
Dr. Mark D. Stine
Chair, Communication Studies Department

Signature
Date
4/29/12

Print Name/Title
Dr. Mary Ann T. Merrigan
Chair, Nursing Department

Signature
Date
4/29/13

Print Name/Title
Dr. Jeffrey R. Alves
Dean, Jay S. Sidhu School of Business and Leadership

Signature
Date
5/9/13

Print Name/Title
Dr. Linda A. Winkler
Dean, College of Arts, Humanities and Social Sciences

Signature
Date
5/9/13
Print Name/Title: Dr. Bernard W. Graham
Signature: (Signed)
Date: 4/29/2013
Dean, Nesbitt College of Pharmacy and Nursing

Print Name/Title: Susan Hutzler
Signature: (Signed)
Date: 7/2/13
Registrar

Print Name/Title: Terese M. Wignot
Signature: (Signed)
Date: 7/9/13
Interim Senior Vice President/Provost

(For new programs, program elimination, significant program revisions and revisions to the General Education curriculum.)

Provost should check here  V  if this proposal is a program revision AND the significance of the revision requires review and approval of APC prior to Curriculum Committee.

Print Name/Title: Naomi Baker
Signature: (Signed)
Date: 8/20/13
Chair, Academic Planning Committee

(For new programs, program elimination, and significant program revisions sent via the Provost. Signature indicates that the proposal has been reviewed and approved by APC.)

Print Name/Title: Dr. KarenBeth H. Bohan
Signature: (Signed)
Date: (Blank)
Chair, General Education Committee

(For revisions to General Education curriculum only. Signature indicates that the proposal has been approved by GECC.)