Note: Use this form to propose a new baccalaureate degree minor that requires either existing or new courses. An academic minor within a degree program enables a student to make an inquiry into a discipline or field of study beyond the major or to investigate a particular content theme. It too should be organized around a specific set of objectives that are achieved through a series of courses. Minors are intended to provide limited competency in the subject. Course offerings in a minor may be centered in a specific department or drawn from several departments as in the case of a topical or thematic focus. Some specific requirements are included. Regental undergraduate minors typically consist of 18-24 semester credit hours. Flexibility typically is achieved by offering the student a choice from among a group of courses to complete the credits. Minors are established by Board of Regents action. The Executive Director or the Board may request additional information concerning proposals.

<table>
<thead>
<tr>
<th>University:</th>
<th>South Dakota State University</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title of Proposed Minor:</td>
<td>Management</td>
</tr>
<tr>
<td>Degree(s) in which minor may be earned:</td>
<td>BS, BA</td>
</tr>
<tr>
<td>Existing related majors or minors:</td>
<td>Business</td>
</tr>
<tr>
<td>Proposed Implementation (term):</td>
<td>Fall 2012</td>
</tr>
<tr>
<td>Proposed CIP Code:</td>
<td>52.0201 Business Administration &amp; Management, General</td>
</tr>
</tbody>
</table>

University Approval
To the Board and the Executive Director: I certify that I have read this proposal, that I believe it to be accurate, and that it has been evaluated and approved as provided by university policy.

David L. Chicoine
President of the University

Date 12/13/2011

After approval by the President, a signed copy of the proposal should be transmitted to the Executive Director. Only after Executive Director review should the proposal be posted on the university web site and the Board staff and the other universities notified of the URL.

1. Do you have a major in this area?  
   ______ Yes  
   X____ No

2. If you do not have a major in this area, explain how the proposed minor relates to your mission.

Students in many existing programs, such as Consumer Affairs, Construction Management, and Business Economics, would benefit from increased exposure to management theory and practice. This minor replaces the Business minor and strengthens the university’s ongoing Economics and Management Initiative.

PROGRAM FORM #4  2/6/2012
3. How will the proposed minor benefit students?

The Management minor fills a growing need for individuals who are able to manage resources in organizations. The minor provides core competencies via courses in business finance, management information systems, organizations and management, and human resources management with additional discipline-specific applied management curriculum.

4. Provide estimated enrollments and completions in the table below and explain how the estimates were developed.

<table>
<thead>
<tr>
<th>Fiscal Years*</th>
<th>1st</th>
<th>2nd</th>
<th>3rd</th>
<th>4th</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students in the minor (fall)</td>
<td>250</td>
<td>300</td>
<td>350</td>
<td>400</td>
</tr>
<tr>
<td>Completions by graduates</td>
<td>50</td>
<td>250</td>
<td>275</td>
<td>290</td>
</tr>
</tbody>
</table>

* Do not include current year.

These estimates were developed in consultation with Deans, Department Heads, and program coordinators in departments associated with management. They anticipate that many students who would otherwise pursue the Business minor will opt for the Management minor once the Business minor is phased out.

5. What is the rationale for the curriculum?

The Management minor has been developed to meet needs of business and industry in the state. Analytical rigor is the underlying theme in the minor as validated by the external constituent base. The current minor in Business took a broad approach to course selection to meet its requirements. The Management minor uses some of the existing Business minor courses, but is organized around meeting the set of competencies defined by the external Economics & Management Task Force.

6. Complete the tables below. Explain any exceptions to BOR policy being requested.

A. Distribution of Credit Hours

<table>
<thead>
<tr>
<th></th>
<th>Management</th>
<th>Credit Hours</th>
<th>Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Requirements in Minor</td>
<td>12</td>
<td>67</td>
<td></td>
</tr>
<tr>
<td>Electives in the Minor</td>
<td>6</td>
<td>33</td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>18</td>
<td>100%</td>
<td></td>
</tr>
</tbody>
</table>
B. Required Courses in the Minor

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Number</th>
<th>Course Title</th>
<th>New*</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MGMT/BADM</td>
<td>310</td>
<td>Business Finance</td>
<td>N</td>
<td>3</td>
</tr>
<tr>
<td>MGMT/BADM</td>
<td>325</td>
<td>Management Information Systems</td>
<td>N</td>
<td>3</td>
</tr>
<tr>
<td>MGMT/BADM</td>
<td>360</td>
<td>Organization &amp; Management</td>
<td>N</td>
<td>3</td>
</tr>
<tr>
<td>MGMT/BADM</td>
<td>460</td>
<td>Human Resource Management</td>
<td>N</td>
<td>3</td>
</tr>
</tbody>
</table>

Subtotal, required: 12

* New: Y= yes, N = no.

C. Elective Courses in the Minor: List courses that may be taken as electives in the minor. Indicate any new courses to be added specifically for the minor.

Students must select 6 credits from at least 2 different topic areas: Need to add number of credits for these courses

1. Analytics
   a. BADM424 Operations Research
   b. CA430 Consumer Decision Making
   c. ECON431/531 Managerial Economics
   d. ECON453 Risk Management Personal & Business
   e. MNET462 Quality Management

2. Cost Accounting
   a. ACCT320 Cost Accounting
   b. HMGT465 Hospitality Managerial Accounting
   c. MNET460 Manufacturing Cost Analysis

3. Organizational Behavior
   a. MGMT464 Organizational Behavior (new)
   b. LMNO 430 Organizational Leadership and Team Development

4. Business Law
   a. AGEC352 Agricultural Law
   b. AVIA302 Aviation Law
   c. BADM350 Legal Environment of Business
   d. CM473 Construction Law & Accounting
   e. HMGT361 Hospitality Industry Law

5. Applications
   a. ABS475 Integrated Natural Resource Management
   b. BADM482 Business Policy & Strategy
   c. BADM/ENTR483 Business Consulting
   d. CM410 Construction Project Management
   e. ENTR489 Business Plan Writing
7. What outcomes will be expected for all students who complete the minor? How will these outcomes be achieved?

These are the general competencies for persons graduating from management programs as identified by the external Management Task Force:

1. Be analytically proficient with a demonstrated capacity to understand risk, interpret information, and put theory into practice to develop a workable solution.
2. Able to communicate effectively with all levels of an organization using appropriate technology and interpersonal skills.
3. Able to effectively manage their time and the resources at hand, meet deadlines, delegate and/or accept additional responsibility when appropriate, and be adaptable to the evolving needs of the organization.
4. Ability to work independently or as a member of an integrated team; is capable and willing to motivate, organize and lead others in a team or group setting; and, is able to build positive workplace relationships across cultural and generational differences.
5. Have an understanding of global perspectives and their impact of change on the organization as well as an appreciation for corporate culture, history, and traditions.
6. Have a solid understanding of the strategic planning process, business plans, personal and organizational goal setting, leveraging resources, and the ability to use these tools effectively in the workplace.
7. Understands and abides by the code of ethics for their respective profession, deals fairly and honestly with co-workers and customers, and is cognizant of procedures, regulations or rules governing human resource management.

The SDSU Management Faculty will guide curriculum content and oversee outcomes assessment for the core and elective courses in the Management minor.

8. What instructional technologies will be used to teach courses in the minor? This refers to the instructional technologies used to teach the new courses in the minor and NOT the technology applications students are expected to learn.

Courses will be offered in traditional (face-to-face) and distance delivery environments.

9. Is the University requesting authorization to provide the minor to students at an off-campus location or by distance delivery? If yes, explain. If off-campus or distance delivery authorization is not requested, enter “None.”

Yes. The Management minor will be a desirable program for non-traditional and place-bound students. Additionally, distance delivery will enable us to offer additional sections to meet future demand.

10. Costs, Budget & Resources: Explain the amount and source(s) of any one-time and continuing investments in personnel, professional development, release time, instructional technology and software, other O&M, facilities, etc needed to implement the minor.

With the exception of one new course, all other courses are currently offered in normal rotation. Schedule management will be used to increase the number of course sections in the Management minor over the next three years as the Business minor is phased out.