

**Utah System of Higher Education
New Academic Program Proposal
Cover/Signature Page - Abbreviated Template**

Institution Submitting Request: University of Utah
Proposed Program Title: Management Minor
Sponsoring School, College, or Division: David Eccles School of Business
Sponsoring Academic Department(s) or Unit(s): Department of Management
Classification of Instructional Program Code¹ : 52.0801
Min/Max Credit Hours Required of Full Program: 18 / 18
Proposed Beginning Term²: Fall 2019
Institutional Board of Trustees' Approval Date:

Program Type:

<input type="checkbox"/>	Certificate of Proficiency	<input type="checkbox"/>	Entry-level CTE CP	<input type="checkbox"/>	Mid-level CP
<input type="checkbox"/>	Certificate of Completion				
<input checked="" type="checkbox"/>	Minor				
<input type="checkbox"/>	Graduate Certificate				
<input type="checkbox"/>	K-12 Endorsement Program				
<input type="checkbox"/>	NEW Emphasis for Regent-Approved Program				
	<i>Credit Hours for NEW Emphasis Only:</i>		Min Cr Hr	/	Max Cr Hr
	<i>Current Major CIP:</i>		6 - Digit CIP		
	<i>Current Program Title:</i>				
	<i>Current Program BOR Approval Date:</i>				
<input type="checkbox"/>	Out of Service Area Delivery Program				

Chief Academic Officer (or Designee) Signature:

I, the Chief Academic Officer or Designee, certify that all required institutional approvals have been obtained prior to submitting this request to the Office of the Commissioner.

Please type your first and last name _____ Date: _____

☐ I understand that checking this box constitutes my legal signature.

¹ For CIP code classifications, please see <http://nces.ed.gov/ipeds/cipcode/Default.aspx?y=55>.

² "Proposed Beginning Term" refers to first term after Regent approval that students may declare this program.

**Utah System of Higher Education
Program Description - Abbreviated Template**

Section I: The Request

University of Utah requests approval to offer the following Minor: Management Minor effective Fall 2019. This program was approved by the institutional Board of Trustees on .

Section II: Program Proposal/Needs Assessment

Program Description/Rationale

Present a brief program description. Describe the institutional procedures used to arrive at a decision to offer the program. Briefly indicate why such a program should be initiated. State how the institution and the USHE benefit by offering the proposed program. Provide evidence of student interest and demand that supports potential program enrollment.

Rationale and Description

The David Eccles School of Business requests approval for the creation of a minor in Management. Management is a discipline dedicated to maximizing human potential. This minor is a complement to a wide-range of academic disciplines outside of the David Eccles School of Business (DESB) and for technical business majors. While the DESB currently offers courses in management, they are not available to students outside the DESB and students inside the DESB have no way to receive credit for additional programmatic studies in management beyond their major. The Minor in Management will grant these groups of students access and, we believe, prove popular with students across the university.

Students in the proposed Minor in Management will undertake an 18-credit hour program of study aimed at providing students with solid grounding in the process of managing, organizing, and leading people in organizations. The program of study is comprised of three core courses which include Foundations of Business Thought, Human Behavior in Organizations, and Business and Professional Communication (or Advanced Communication). Students will earn the remainder of the necessary credits through management electives.

Learning Outcomes

Leading successful organizations is a key to creating prosperous and thriving communities. To be successful, managers need to develop and coordinate the skills, creativity, and efforts of individuals and groups. The goals of this minor include: understanding theories of managing and leading people in organizations, effectively using power and influence, diagnosing organizational problems, making sound judgments and decisions, and solving the social challenges that can block effective implementation.

Learning Assessment

Demonstrated learning by students in management courses includes effective case analysis, skillful oral and written communication, the ability to perform well individually and in groups, and command of principles of ethical leadership in organizational contexts.

To assess our learning outcomes, we will collect artifacts related to our learning outcomes from the core classes:

MGT 3810/3815: Our student assessment is based on both individual and team presentations such as individual and team pitch business proposals, interpersonal role plays (for example, delivering bad news in a performance evaluation or answering interview questions). We also assess business writing skills in our writing assignments such as business proposals, reports, memos, email design, social media expression, resume and cover letter writing, and so forth.

MGT 3680: Our student assessment is based on quizzes, exams, case writing, and team presentations/facilitations.

BUS 1050: Our student assessment is based on quizzes, exams, essay writing with an emphasis on critical thinking, and team presentations.

To ensure we are meeting our learning outcomes we will collect and analyze the following artifacts from our required courses: videos of presentations (both individual and team) and interpersonal role plays (interview, delivering bad news, and so forth), writing samples (representative of both business writing and academic writing), and a diverse types of exam questions (from MGT 3680 and MGT 1050). All assignments (oral and written communication) have an associated rubric that we will include in our assessment of the efficacy of the minor courses.

Labor Market Demand

Provide local, state, and/or national labor market data that speak to the need for this program. Occupational demand, wage, and number of annual openings information may be found at sources such as Utah DWS Occupation Information Data Viewer (jobs.utah.gov/jsp/wi/utalmis/gotoOccinfo.do) and the Occupation Outlook Handbook (www.bls.gov/oco).

A recent Forbes report (January 2017) says that corporate recruiters seek leadership, communication, and collaboration skills in newly hired graduates. The Bureau of Labor Statistics (April 2018) ranked general management 7th among the twenty occupations with the highest projected numeric growth in employment and the 2nd highest median pay. The Utah Department of Workforce Services (September 2018) reports an annual growth rate of 3.0 for managers. Though high, these figures likely underestimate demand because engineers, architects, financial analysts, accountants, civil servants, educators, medical service providers, and many others are promoted from technical entry-level positions to management.

Many graduates of the University of Utah will be in a leadership position at some point in their careers, regardless of their undergraduate major. Whether such leadership involves managing a theater, leading a non-profit social services agency, heading up a product development group, managing a professional practice, or supervising a laboratory, success in leadership positions requires an understanding of how to manage people and the skills necessary to do so.

Consistency with Institutional Mission/Impact on Other USHE Institutions

Explain how the program is consistent with the institution's Regents-approved mission, roles, and goals. Institutional mission and roles may be found at higheredutah.org/policies/policy312/. Indicate if the program will be delivered outside of designated service area; provide justification. Service areas are defined in higheredutah.org/policies/policy315/.

The mission of the University of Utah is to foster student success by preparing students from diverse backgrounds for lives of impact as leaders and citizens. This program will improve our students' preparation for a wide variety of careers in business and other organizations, deepening our current curriculum.

Although management skills are clearly important to students graduating in all areas across the University, including in business, frequently have little or no formal coursework and training in management. For most students, because advanced management courses are only open to business majors, there is no access to courses. For those who do have access,

there is no defined program of study that will prepare students to be sophisticated managers. The Minor in Management is meant to open management courses to students in all majors via the Minor program and a prescribed course of study with courses to prepare students for leadership positions.

We do not expect a negative impact on other USHE institutions. Utah State, SUU, and UVU offer management minors, but we expect most students who take this minor already to be matriculated at the University of Utah.

Finances

What costs or savings are anticipated in implementing the proposed program? If new funds are required, indicate expected sources of funds. Describe any budgetary impact on other programs or units within the institution.

We anticipate little to no negative institutional impact with the approval of this proposal. The Minor in Management will rely on classes that already exist at the David Eccles School of Business, most of which have excess capacity. We anticipate that Management Minors will be accommodated within the existing schedule of classes. The faculty, facilities, and software are already in place to serve the existing School of Business curriculum. We perceive little need for additional resources to start this Minor. As the Minor grows in student enrollment and reputation, we anticipate that additional funding resources will accrue. If enrollments rise sufficiently, we could schedule sections of core and elective courses that are specifically designed for Management Minors. Staffing will be added on an as-needed basis.

Section III: Curriculum

Program Curriculum

List all courses, including new courses, to be offered in the proposed program by prefix, number, title, and credit hours (or credit equivalences). Indicate new courses with an X in the appropriate columns. The total number of credit hours should reflect the number of credits required to receive the award. **For NEW Emphases, skip to emphases tables below.**

For variable credits, please enter the minimum value in the table below for credit hours. To explain variable credit in detail as well as any additional information, use the narrative box below.

Course Number	NEW Course	Course Title	Credit Hours
General Education Courses (list specific courses if recommended for this program on Degree Map)			
General Education Credit Hour Sub-Total			
Required Courses			
BUS 1050		Foundations of Business Thought	3
MGT 3680		Human Behavior in Organizations	3
MGT 3810		Business and Professional Communications or MGT 4810 Advanced Communication	3
Add Another Required Course			
Required Course Credit Hour Sub-Total			9
Elective Courses			
		Any MGT Elective	9
Add Another Elective Course			
Elective Credit Hour Sub-Total			9
Core Curriculum Credit Hour Sub-Total			18

Propose a NEW Emphasis to an existing Regent approved program

Program Curriculum Narrative

Describe any variable credits. You may also include additional curriculum information, as needed.

Entrance requirements: Acceptance into the Minor in Management is based on being in good standing in the University, having declared a major, and having an overall GPA of 2.75 or better. As for transfer students, they are automatically in good standing when accepted to the University of Utah. The 2.75 GPA will also apply to transfer students insofar as these student must have a 2.75 from the school from which they are transferring.

Explanation of prerequisites:

MGT 3680. This course is the only course that does require major or minor status in the business school before the student can register because it is categorized as a closed upper division business core class. If a student earns the Minor in Management status, then accessing MGT 3680 does not create an issue for the student.

BUS 1050. This course is an open course to all students regardless of their major track since it is a pre-business course. There are no prerequisite courses associated with this course.

MGT 3810. This course is an open upper division business core course. To take this course, students are required to have completed WR 2010/2011/2211 or equivalent (with a B- or higher). Most transfer student will have already completed the equivalent of WR 2010.

In light of the discussion above, the issue of prerequisites should not hinder University of Utah students as well as transfer students from declaring a Minor in Management.

Tuition: similar to all other majors/minors at the business school, students will be required to pay our differential tuition.

Degree Map

Degree maps pertain to undergraduate programs ONLY. Provide a degree map for proposed program. Degree Maps were approved by the State Board of Regents on July 17, 2014 as a degree completion measure. Degree maps or graduation plans are a suggested semester-by-semester class schedule that includes prefix, number, title, and semester hours. For more details see <http://higheredutah.org/pdf/agendas/201407/TAB%20A%202014-7-18.pdf> (Item #3).

Please cut-and-paste the degree map or manually enter the degree map in the table below

First Year Fall	Cr. Hr.	First Year Spring	Cr. Hr.
BUS 1050 Foundations of Business Thought	3	MGT 3680 Human Behavior in Organizations	3
MGT 3810 Business and Professional Communication	3	or 3681 (Business Scholars)	
or 3815 (Business Scholars)		MGT Elective	3
Total	6	Total	6
Second Year Fall	Cr. Hr.	Second Year Spring	Cr. Hr.
MGT Elective	3		
MGT Elective	3		
Total	6	Total	