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| For Academic Affairs and Research Use Only | |
| Proposal Number |  |
| CIP Code: |  |
| Degree Code: |  |

**New or Modified Course Proposal Form**

**[XX] Undergraduate Curriculum Council**

**[ ] Graduate Council**

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| --- |
| **[ ]New Course, [ ]Experimental Course (1-time offering), or [XX]Modified Course (Check one box)** |

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.

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| --- | --- |
| Russell Jones 2/26/2020 **Department Curriculum Committee Chair** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Enter date…  **COPE Chair (if applicable)** |
| James Doering 2/26/2020 **Department Chair** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Enter date…  **Head of Unit (if applicable)** |
| |  |  | | --- | --- | | Summer Deprow | Enter date | | **Director of Assessment** |  | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Enter date…  **Undergraduate Curriculum Council Chair** |
| John Seydel 2/28/2020 **College Curriculum Committee Chair** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Enter date…  **Graduate Curriculum Committee Chair** |
| Jim Washam 2/28/2020 **College Dean** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Enter date…  **Vice Chancellor for Academic Affairs** |
| |  |  | | --- | --- | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |   **General Education Committee Chair (if applicable)** |  |

1. **Contact Person (Name, Email Address, Phone Number)**

Rodney Carmack rcarmack@astate.edu (870) 680-8145

1. **Proposed starting term and Bulletin year for new course or modification to take effect**

Fall 2020

**Instructions:**

*Please complete all sections unless otherwise noted. For course modifications, sections with a “Modification requested?” prompt need not be completed if the answer is “No.”*

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| --- | --- | --- |
|  | **Current (Course Modifications Only)** | **Proposed (New or Modified)**  *(Indicate “N/A” if no modification)* |
| **Prefix** | **CIT** | **N/A** |
| **Number\*** | **3533** | **N/A** |
| **Title** | **Microcomputer Applications II** | **N/A** |
| **Description\*\*** | Continuation of CIT 1503 to cover topics in the area of operating systems, word processors, spreadsheets, presentation techniques, and PC databases. | Continuation of CIT 1503 to cover advanced topics in the area of spreadsheets and databases |

***\**** (Confirm with the Registrar’s Office that number chosen has not been used before and is available for use. For variable credit courses, indicate variable range. *Proposed number for experimental course is 9*. )

\*\*Forty words or fewer as it should appear in the Bulletin.

1. **Proposed prerequisites and major restrictions** **[Modification requested? Yes]**

(Indicate all prerequisites. If this course is restricted to a specific major, which major. If a student does not have the prerequisites or does not have the appropriate major, the student will not be allowed to register).

YES Are there any prerequisites?

* 1. If yes, which ones?

**Currently - Pre/Co-requisite, CIT 3013. Prerequisite, CIT 1503 or CS 1013. ADD CIT 2033 – Programming Fundamentals as a prerequisite; REMOVE CIT 3013 – Management Information Systems as a prerequisite**

* 1. Why or why not?

**CIT3013 does not provide any subject matter that is necessary for successful completion of this course. It’s removal would allow more flexibility for students. The content will focus on problem solving and completion of CIT 2033 would provide students with the necessary tools to assist in the completion of this course.**

1. NO Is this course restricted to a specific major?
   1. If yes, which major? NO
2. **Proposed course frequency [Modification requested? No]**

(e.g. Fall, Spring, Summer; if irregularly offered, please indicate, “irregular.”) *Not applicable to Graduate courses.*

1. **Proposed course type [Modification requested? No]**

Will this course be lecture only, lab only, lecture and lab, activity (e.g., physical education), dissertation/thesis, capstone, independent study, internship/practicum, seminar, special topics, or studio? Please choose one.

1. **Proposed grade type [Modification requested? No]**

What is the grade type (i.e. standard letter, credit/no credit, pass/fail, no grade, developmental, or other [please elaborate])

1. **NO** Is this course dual-listed (undergraduate/graduate)?
2. **NO** Is this course cross-listed?

*(If it is, all course entries must be identical including course descriptions. Submit appropriate documentation for requested changes. It is important to check the course description of an existing course when adding a new cross-listed course.)*

**a.** – If yes, please list the prefix and course number of the cross-listed course.

Enter text...

**b.** – **Yes / No** Can the cross-listed course be used to satisfy the prerequisite or degree requirements this course satisfies?

Enter text...

1. **NO** Is this course in support of a new program?

a. If yes, what program?

Enter text...

1. **NO** Will this course be a one-to-one equivalent to a deleted course or previous version of this course (please check with the Registrar if unsure)?

a. If yes, which course?

Enter text...

**Course Details**

1. **Proposed outline** **[Modification requested? No]**
2. **Proposed special features** **[Modification requested? No]**

(e.g. labs, exhibits, site visitations, etc.)

None

1. **Department staffing and classroom/lab resources**

The class will use existing facilities and faculty. One graduate faculty member, one regular classroom or teaching lab.

1. Will this require additional faculty, supplies, etc.?

No

1. NO Does this course require course fees?

*If yes: please attach the New Program Tuition and Fees form, which is available from the UCC website.*

**Justification**

**Modification Justification (Course Modifications Only)**

1. Justification for Modification(s)

**Business is experiencing an explosion in the volume of data that managment are expected to compile, analyze and utilize for decision making. With this explosion of big data, managers need to be more proficient with the use of computerized decision support systems. This modification of CIT 3533 – Microcomputer Applications II will provide students with a higher level of Microsoft Excel skills for use in data analytics and decision making.**

**New Course Justification (New Courses Only)**

1. Justification for course. Must include:

a. Academic rationale and goals for the course (skills or level of knowledge students can be expected to attain)

b. How does the course fit with the mission of the department? If course is mandated by an accrediting or certifying agency, include the directive.

c. Student population served.

Enter text...

d. Rationale for the level of the course (lower, upper, or graduate).

**Assessment**

**Assessment Plan Modifications (Course Modifications Only)**

1. **Yes / No** Do the proposed modifications result in a change to the assessment plan?

*If yes, please complete the Assessment section of the proposal*

**NO**

**Relationship with Current Program-Level Assessment Process (Course modifications skip this section unless the answer to #19 is “Yes”)**

1. What is/are the intended program-level learning outcome/s for students enrolled in this course? Where will this course fit into an already existing program assessment process?
2. Considering the indicated program-level learning outcome/s (from question #20), please fill out the following table to show how and where this course fits into the program’s continuous improvement assessment process.

*For further assistance, please see the ‘Expanded Instructions’ document available on the UCC - Forms website for guidance, or contact the Office of Assessment at 870-972-2989.*

**Course-Level Outcomes**

1. What are the course-level outcomes for students enrolled in this course and the associated assessment measures?

**Bulletin Changes**

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| **Instructions** |
| **Please visit** [**http://www.astate.edu/a/registrar/students/bulletins/index.dot**](http://www.astate.edu/a/registrar/students/bulletins/index.dot) **and select the most recent version of the bulletin. Copy and paste all bulletin pages this proposal affects below. Please include a before (with changed areas highlighted) and after of all affected sections.**  **\*Please note: Courses are often listed in multiple sections of the bulletin. To ensure that all affected sections have been located, please search the bulletin (ctrl+F) for the appropriate courses before submission of this form.**  **Items highlighted in BLUE are proposed for addition, items highlighted in RED are proposed for removal.** |

Neil Griffin College of Business

Computer Information Technology (CIT)

CIT 1503. Microcomputer Applications Students will learn basic computer skills that can be used immediately, throughout college, and beyond. Emphasis on learning basic office applications in word processing, spreadsheets, databases, and presentation graphics. Fall, Spring.

CIT 2033. Programming Fundamentals An introduction to Windows programming using Microsoft Visual Studio or a similar integrated development environment. Students learn to write programs using an object oriented programming language and incorporating sequence, selection, and repetition structures. Prerequisite, CIT 1503 or CS 1013. Fall.

CIT 2413. Word Processing I Introduction to word processing concepts and applications. Prerequisite, Ability to keyboard. Fall. CIT 2523. Telecommunications and Networking Essentials This course will examine basic networking fundamentals. These include networking media, connectivity, devices, telecommunications protocols, and different networking models. Spring.

CIT 2543. Keyboarding for Professionals Covers entry level and advanced level job simulations in legal, medical, technical, accounting, and other firms. Prerequisite, Keyboarding I or equivalent. Summer. (ACTS#: BUSI 1103)

CIT 3013. Management Information Systems Provides understanding of information needs of management, information technology used by various business subsystems, and how technology can be utilized for competitive advantage. Prerequisites, CIT 1503 or CS 1013; ACCT 2023 or ACCT 2033; and ECON 2313. Fall, Spring, Summer.

CIT 3033. Intermediate Programming Continuation of CIT 2033 (Programming Fundamentals). Uses language taught from previous semester in CIT 2033. Emphasis is on array processing, multiple document applications, database interactivity, and programmer-written functions and classes. Pre/Co-requisite, CIT 3013. Prerequisites, “C” or better in CIT 2033; or instructor permission. Spring.

CIT 3353. Mobile and Web Applications Development Development of web and mobile applications from design to deployment. Includes markup, client-side and server side, stylesheet, and related languages, as well as associated development technologies. Pre/Co-requisite, CIT 3013. Prerequisite, programming course with a grade of “C” or better. Fall.

CIT 3403. Database Management Enterprise-wide database theory and SQL with the use of industry standard DBMS, such as MySQL, Oracle, or SQL Server. Pre/Co-requisite, CIT 3013. Fall.

CIT 3413. Advanced Database Management Extends the coverage of CIT 3403 using a popular DBMS. Topics include client applications, object oriented database development, and data security. Pre/Co-requisite, CIT 3013. Prerequisite, “C” or better in CIT 3403. Spring.

CIT 3523. Operations Management Introduction to the operations function in manufacturing and services. Emphasis on continual improvement of systems for producing goods and services. Pre/Co-requisite, CIT 3013. Prerequisites, CIT 1503; ACCT 2023 or ACCT 2033; and STAT 3233. Fall, Spring, Summer.

CIT 3533. Microcomputer Applications II Continuation of CIT 1503 to cover advanced topics in the area of ~~operating systems, word processors,~~ spreadsheets~~, presentation techniques,~~ and ~~PC~~ databases. ***~~Pre/Co-requisite, CIT 3013~~***. Prerequisite***s***, CIT 1503 or CS 1013***, and CIT 2033***. Fall.

CIT 3603. Systems Analysis and Design Covers the basic techniques used in the analysis, design, and implementation of computer based information systems. Provides overview of the systems development life cycle, systems documentation and program specifications, data gathering and information reporting activities, transition from analysis to design. Pre/Co-requisite, CIT 3013. Corequisite, CIT 3403. Fall.

CIT 3623. LAN Administration Covers topics pertinent to the administration of a local area network. Topics include, user management, file management, security, and network printing. Pre/ Co-requisite, CIT 3013. Prerequisite, computer literacy. Fall.

CIT 3663. Data Mining Theory and practice of knowledge discovery in databases (KDD) with emphasis on predictive modeling and model evaluation using computer software such as SAS to perform data mining. Pre/Co-requisite, CIT 3013. Prerequisites, STAT 3233; or instructor permission. Fall, odd.

CIT 3853. Computer Forensics Students are introduced to information systems role in forensic computing. Emphasis will be on the retrieval, preservation, and analysis of computer data which might be used in legal cases. Suggest previous criminology courses or experience for FOSC majors before enrolling. Pre/Co-requisite, CIT 3013. Prerequisite, CIT 1503 or CS 1013. Fall.

CIT 409V. Special Problems in Computer Information Technology Individual problems in CIT arranged on a case by case basis after consultation with the instructor. Student must meet departmental requirements before enrolling in this course. Pre/Co-requisite, CIT 3013. Fall, Spring, Summer.

CIT 4453. Global E-Commerce Provides an understanding of the technologies behind Ecommerce and how they enable the delivery of goods and services using electronic formats in a global context. Pre/Co-requisite, CIT 3013. Spring.

CIT 4503. Business Technology Methods The present status and software usage of business technology personnel. Special attention is given to instructional innovations. Intended for BSE majors. Pre/Co-requisite, CIT 3013. Fall.

CIT 4513 Business Technology Field Experience Provides business technology teachers, under direct supervision, the opportunity to develop and refine vocational competencies in office occupation. Special course fees may apply. Pre/Co-requisite, CIT 3013. Summer.

CIT 4523. Advanced Network Telecommunications This course builds on the fundamental concepts covered in CIT 2523 by extensive coverage of major topics that include routing protocols, wireless LAN infrastructure, internet working hardware, TCP/IP subnetting, VLANs, and network security. Pre/Co-requisite, CIT 3013. Prerequisite, CIT 2523. Fall.

CIT 4533. Word Processing II Advanced word processing concepts and applications. Pre/Co-requisite, CIT 3013. Prerequisites, CIT 2413; or instructor permission. Spring. CIT 4603. Microcomputer Applications III Course three of the study of the role of a software suite as a tool used in business. The applications covered will included, Word Processing, Spreadsheet, Database, and electronic presentations. Pre/Co-requisite, CIT 3013. Prerequisite, CIT 3533. Spring.

CIT 4623. Computer Security Discusses the primary topics of computer security needed by IT professionals in both commercial and military installations. Includes access control, cryptography, continuity planning, physical security, and the overall management of security issues. Pre/Corequisite, CIT 3013. Spring.

CIT 4653. Automatic Data Capture Methods, technologies, systems, and standards used in supply chain information systems and e-business for automatically identifying objects, and collecting and transferring data. Technologies such as bar coding, RFID, smart cards, magnetic striping, biometrics, GPS, real time locating, and voice data entry, as well as their business applications are addressed. Pre/Co-requisite, CIT 3013. Prerequisites, CIT 2033, and CIT 2523. Corequisite, CIT 3603. Fall.

CIT 4853. IT Project Management Provides students with the information needed to manage a technical project within a business environment. Students will work a project simulation through the project management cycle from project team selection to project implementation. Taken during last semester or with instructor permission. Pre/Co-requisite, CIT 3013. Spring.

CIT 4863. Current Topics in CIT The content of this course will be based upon current issues within the business world as they relate to the use of computer and information technology. Pre/ Co-requisite, CIT 3013. Prerequisite, minimum of 60 hours. Demand.

CIT 488V. Internship in CIT Provides practical information technology experience in a CIT setting. Students will be assigned to work with an outside organization to gain real world training. Pre/Co-requisite, CIT 3013. Prerequisites, Permission of Department Chair and Internship Director required. Fall, Spring, Summer.

ACCT 3013. Intermediate Accounting II A detailed study of operational assets, investments, liabilities, and an introduction to the corporate form of organization. Prerequisite, ACCT 3003 ***and CIT 3533 – Microcomputer Applications II both*** with a grade of C or better. Spring, Summer. Fall.

ACCT 3053. Cost Accounting with a Managerial Emphasis Accounting issues from the viewpoint of the manager. Examination of costing techniques, cost behavior, cost volume profit relationships, and budgeting. Emphasis is on use of relevant information in decision making for managers. Prerequisites, ACCT 2133, MATH 1023 or higher, and CIT 1503; all with a “C” or better. Fall, Summer.

ACCT 3063. Hospitality Accounting The accounting principles, concepts, conventions, and information systems utilized in management decision making for the hospitality industry. Focus on internal control, cost control, budgeting, and analysis of financial data. Prerequisites, ACCT 2133, MATH 1023 or higher, and CIT 1503; all with “C” or better. Fall.

ACCT 4013. Tax Accounting I Examines the laws, rules, and procedures of federal income taxes for individuals. In addition, the business events and transactions which influence taxable income for individuals are studied. Prerequisites, ACCT 2133 MATH 2143, STAT 3233, and CIT 1503; all with “C” or better. Fall, Spring.

ACCT 4023. Advanced Accounting and International Issues Advanced study of accounting concepts and problems in the areas of business combinations, partnerships, and international accounting. Prerequisite, ACCT 3033 with a grade of C or better. Spring.

ACCT 4033. Accounting Information Systems Study of the role, design, characteristics, and function of accounting information systems. Prerequisites, ACCT 4053 with a grade of C or better. Spring, Summer.

ACCT 4053. Auditing I Standards and procedures, code of ethics, form of audit reports and statements, and the principles underlying the verification of data presented in financial reports. Prerequisites, ACCT 3013 and STAT 3233; all with “C” or better. Fall, Summer.

ACCT 4113. Tax Accounting II Continuation of Tax Accounting I. Emphasis in this course will be on federal income tax laws for partnerships, fiduciaries, and corporations. Prerequisite, ACCT 4013. Fall.

ACCT 4123. Government and Not-For-Profit Accounting Accounting concepts and reporting standards for state or local government entities and not-for-profit organizations. Emphasis is on areas covered in CPA exam content specifications. Prerequisite, ACCT 3013 with a grade of C or better. Spring, Summer.

ACCT 4133.  Accounting Statistics. This course serves as a second course in statistics for accounting majors and provides a practical foundation in data analytics to prepare students for further study. Fall.

ACCT 4143. International Accounting Introduction to international accounting issues including political, legal, and cultural influences, international accounting standards, foreign currency transactions, consolidated reporting for global firms, planning, control, and performance measurement systems, transfer prices and taxation. Prerequisite, ACCT 3013 with C or better. Fall.

ACCT 4153. Fraud Examination A study of how and why occupational fraud is committed, how fraudulent conduct can be deterred, and how allegations of fraud should be investigated and resolved. Prerequisites, ACCT 2133, MATH 2143, STAT 3233, and CIT 1503; all with “C” or better. Spring.

ACCT 4163. Estate Planning and Taxation Introduction to estate planning, including transfer of different types of property during life and at death, documents used in estate planning, and taxation of property transfers at the state and federal levels. Prerequisite, ACCT 4013. Spring.

ACCT 4183. Accounting Analytics Analysis of data analytics and big data technologies related to accounting to help answer business questions, shape corporate strategy, forecast financial trends, and combat fraud. Prerequisites, ACCT 4053 **and ACCT 4133 – Accounting Statistics** with a C or better. Fall.

ACCT 430V. Special Problems in Accounting Individual problems or topics in accounting arranged in consultation with the instructor. Must be approved by department chair. Demand.

ACCT 478V. Internship in Accounting Provides practical financial, managerial, or not for profit experience through work in a meaningful capacity. Prerequisite, 12 hours of accounting above the introductory level and approval of departmental chair. Fall, Spring, Summer.

The bulletin can be accessed at <https://www.astate.edu/a/registrar/students/bulletins>