

**DEGREE/PROGRAM CHANGE  
FORM C  
Form Number: C1648**

Fields marked with \* are required

**Name of Initiator:** Tina Armijo    **Email:** [tmarmijo@unm.edu](mailto:tmarmijo@unm.edu)    **Phone Number:** 505 277-1890    **Date:** 06-19-2015

Associated Forms exist? No    Initiator's Title Unit Administrator  
Faculty Contact Mary Margaret Rogers    Administrative Contact Tina Armijo  
Department Anderson School of Management    Admin Email tmarmijo@unm.edu  
Branch Main    Admin Phone 277-1890

**Proposed effective term**

Semester Fall    Year 2016

**Course Information**

Select Appropriate Program Undergraduate Degree Program  
Name of New or Existing Program Bachelor of Business Administration  
Select Category Degree    Degree Type  
Select Action Revision

Exact Title and Requirements as they should appear in the catalog. If there is a change, upload current and proposed requirements.

See current catalog for format within the respective college (upload a doc/pdf file)

[20150619125543181.pdf](#)

Does this change affect other departmental program/branch campuses? If yes, indicate below.

Reason(s) for Request (enter text below or upload a doc/pdf file)

Reduction of credit hours required for graduation to 120 hours from 128 hours.

Upload a document that includes justification for the program, impact on long-range planning, detailed budget analysis and faculty workload implications.(upload a doc/pdf file)

[20150619125527656.pdf](#)

Are you proposing a new undergraduate degree or new undergraduate certificate? If yes, upload the following documents.

Upload a two-page Executive Summary authorized by Associate Provost. (upload a doc/pdf file)

Upload memo from Associate Provost authorizing go-ahead to full proposal. (upload a doc/pdf file)

## **Proposed Changes to Reduce BBA Degree to 120 credit hours from 128 hours**

### BBA Admission Requirements Current Catalog, Required Pre-Admission Course Work

4. **Social Science and Behavioral Science:** ECON 105, 106, 3 credit hours from either General Psychology (PSY 105) or Introduction to Sociology (SOC 101) and 6 additional credit hours selected from American Studies, Anthropology, Economics, Geography, History, Political Science, Psychology or Sociology.

Pre-admission total: 52 credit hours or 55 credit hours with CS 150L.

### BBA Admission Requirements Proposed Change, Required Pre-Admission Course Work

4. **Social Science and Behavioral Science:** ECON 105, 106 and 3 credit hours from General Psychology (PSY 105), Introduction to Sociology (SOC 101), American Studies, Anthropology, Economics, Geography, Introduction to Environmental Problems (CRP 181), Political Science, Psychology or Technology in Society (ENG 200).

Pre-admission total: 46 credit hours or 49 credit hours with CS 150L.

### Graduation Requirements Current Catalog

2. Completion of a minimum of 128 credit hours, excluding Introductory Studies courses, Business Education/Secretarial Science courses and Business Technology courses. A maximum of 1 credit hour of Physical Education may be applied toward the B.B.A. A grade of "C" or better is required in all pre-admission course work. A minimum grade of "C-" is required in all Anderson School core and concentration courses. A minimum grade of "C" (not C-) is required in the upper-division Humanities course.

### Graduation Requirements Proposed Change

2. Completion of a minimum of 120 credit hours, excluding Introductory Studies courses, Business Education/Secretarial Science courses and Business Technology courses. A maximum of 1 credit hour of Physical Education may be applied toward the B.B.A. A grade of "C" or better is required in all pre-admission course work. A minimum grade of "C-" is required in all Anderson School core and concentration courses. A minimum grade of "C" (not C-) is required in the upper-division Humanities course.

	<b>Credit Hours</b>
Pre-admission course work including CS 150L	49 <sup>(1,2)</sup>
Anderson School Core	31
Upper-Division Humanities	03
Concentration and Free Electives	37 <sup>(3)</sup>
<b>Total degree requirements</b>	<b>120</b>

**Footnote:**

<sup>(1)</sup> Students who elect to take the CS 150L waiver exam will have 46 pre-admission credit hours and must make up the 3 credit hour difference within their concentration and free electives course work.

<sup>(2)</sup> B.B.A. students pursuing an IFDM concentration must also complete the IFDM lower-division course work (12 cr.). See also Interdisciplinary Undergraduate Studies.

<sup>(3)</sup> See your Anderson advisor about specific concentration and free electives requirements. In addition, a minimum of one-half of your core and concentration requirements must be completed in residence at Anderson

**FORM C Degree/Program Change**

Anderson School of Management internal approval form

Name of Initiator: Mary Margaret Rogers Email: [mmrogers@unm.edu](mailto:mmrogers@unm.edu) Date: 3/24/2015

Phone: 505-277-2907 Initiator's Rank/Title: Associate Professor / Chairman of ASM  
Undergraduate Curriculum Committee Chair

Associated Forms Exist: Yes  No

Faculty Contact: Mary Margaret Rogers Administrative Contact: Tina Armijo

Department: Anderson School of Management, UNM

Admin Email: [tmarmijo@unm.edu](mailto:tmarmijo@unm.edu) Admin Phone: 277-1890

Branch: Main campus

Proposed effective term Semester: Fall Year: 2016

**Course Information**

Circle Program:  UG  GR

Name of new or existing program: Bachelor's of Business Administration

Select Category:  Degree  Major  Minor  Concentration  
 Certificate  Emphasis  Department  Subject code  
 UG Core Course

Degree type: BBA

Select Action:  New  Revision  Deletion  Name Change

Exact Title and Requirements as they should appear in the catalog:

See attached

Does this change affect other departmental program/branch campuses? Yes \_\_\_ No XX

Reason(s) for request:

Reduction of credit hours required for graduation to 120 hours from 128 hours.

Statements that include justification for the program, impact on long-range planning, detailed budget analysis and faculty workload implications:

Lowering the credit hour total will put Anderson in line with the rest of the University. There are no long-range planning, budgeting issues or workload implications since the reduction of credit hours will be from courses taken outside of Anderson.

n/a

Approved Dept. Chair      Date

Approved Associate Dean      Date

Mary Margaret Pope      4/16/15  
Approved C & P Committee Chair      Date

Jma Acunzi      6/19/15  
Submitted by      Date

Nick      4/13/15  
Faculty Chair,      Date  
Nick Fluff