

**DEGREE/PROGRAM CHANGE  
FORM C**

**Fields marked with \* are required**

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**Date:**\* 09-24-08

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Initiator's Rank / Title\* Division Head: Los Alamos

Branch

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Administrative Contact\* Lee S. Bollschweiler

Department\* Business

**Division** Business, CS, IT, and Gen Studies

**Program** AA in Pre-Business Administration

**Branch** Los Alamos

Proposed effective term:

Semester Fall ▼

Year 2009 ▼

**Course Information**

Select Appropriate Program Undergraduate Degree Program ▼ CIP Code

Name of New or Existing Program \* AA in Pre-Business Administration

Catalog Page Number 43

Select Category Degree ▼

Degree Type AA

Select Action Revision ▼

**Exact Title and Requirements as they should appear in the catalog.**  
See current catalog for format within the respective college (enter text below or upload a doc/pdf file)  
Modify our AA degree to mirror all the pre-admission coursework required for admission to Anderson School of Management's BBA degree. Please see attached file for specific changes that are explained in detail and shaded in the degree program.  
[AAS\\_pre-business\\_09.doc](#)

☐ **This Change affects other departmental program/branch campuses**

Reason(s) for Request \* (enter text below or upload a doc/pdf file)  
Since this is a transfer degree, our goal is to reflect all options/requirements for pre-admission coursework needed before students apply to Anderson for the BBA degree. Please see complete justifications/explanations in the attached file above. (Note: MGMT 158 added as an option for assessment purposes.)

Statements to address budgetary and Faculty Load Implications and Long-range planning \* (enter text below or upload a doc/pdf file)  
Most of the options we added for our students are already taught, so no faculty load or budgetary implications. Only the MGMT 158 is a new course for our campus and it will be offered in place of something else once per year or every other year.

**Form C:**  
**Minor modifications to AA in Pre-Business Administration**  
**UNM-Los Alamos**

**Date: Sept. 24, 2008**

**Contact : Lee S. Bollschweiler, Division Head for Business, CS, IT, and General Studies**

The following modifications have been proposed to our AA in Pre-Business Administration. Please see the shaded areas in the attached degree for specific changes.

1. Under Writing and Speaking, allow students the option of taking either ENGL 219 or ENGL 220.

Justification: to mirror the pre-admission coursework required for admission to the BBA degree at Anderson School of Management.

2. Under Mathematics and Statistics, add the clause that prohibits students from taking lower level math classes for credit towards the degree.

Justification: to mirror the pre-admission coursework required for admission to the BBA degree at Anderson School of Management to

3. Under Management requirements, allow students the option of taking either STAT 145 or MGMT 290.

Justification: to mirror the pre-admission coursework required for admission to the BBA degree at Anderson School of Management

4. Under Electives for this degree, increase the options that students have to include Management and Econ classes that were previously not an option.

Justification: we have only now added some of these courses to our catalog and are offering them for the first time on our campus. All the added options are main campus courses and mirror options in the BBA degree.

# Associate of Arts in Pre-Business Administration

## About the Program

This degree program is designed to introduce students to the field of Business Administration/Management and to provide the first two years of the Bachelor of Business Administration program offered by the Robert O. Anderson Schools of Management at UNM Albuquerque Campus. All of the required courses for this associate degree program transfer to that BBA program, and students will be admitted to junior status if the following conditions are met:

- the student has a 2.0 cumulative GPA overall (see #1 below)
- the student has a minimum grade of C (not C-) in each course listed under the Specific Requirements shown in pre-admission course work
- there are no waivers or substitutions in the printed curriculum of the Associate of Arts in Pre-Business Administration
- the student is eligible to enroll at UNM Albuquerque

## Specific Requirements

1. **A minimum of 65 credit hours with a minimum grade point average of 2.4 in the UNM/ASM Core Curriculum areas.**

At least 15 of these 65 hours must be UNM-LA catalog credit courses taken in residence.

2. **Writing and Speaking (9 credit hours)**

ENGL101: Composition I: Exposition (3)

ENGL 102: Composition II: Analysis & Argument (3)

ENGL 219: Technical and Professional Writing (3)

OR

ENGL 220: Expository Writing (3)

3. **Mathematics and Statistics (6-7 credit hours)**

### ***General Math:***

MATH 107: Problems in College Algebra (1)

*and*

MATH 121: College Algebra (3)

**OR**

MATH 150: Pre-Calculus Mathematics (3)

### ***Calculus Requirement:***

MATH 162: Calculus (4)

*or*

MATH 180: Elements of Calculus (3)

(NOTE: No mathematics classes that are lower level than these courses may be counted toward the degree.)

4. **Physical/Natural Sciences (7 credit hours)**

*Select two courses, plus one corresponding laboratory*

*(L course) from the following:*

BIOL 110/112L, BIOL 123/124L, BIOL 201, BIOL 202, CHEM 111L, CHEM 121/123L, CHEM 122/124L, ASTR 101/101L, PHYC 102/102L, PHYC 151/151L, PHYC 152/152L, PHYC 160/160L, EPS 101/105L, ENVS 101/102L.

**5. Social/Behavioral Sciences (15 credit hours)**

***Must include:***

ECON 105: Introductory Macroeconomics (3)

ECON 106: Introductory Microeconomics (3)

PSY 105: General Psychology (3)

***or***

SOC 101: Introduction to Sociology (3)

Plus two more courses from: American Studies, Anthropology, Economics, Geography, History, Political Science, Psychology, Sociology. (PSY 105 or SOC 101 may be used to satisfy three credit hours of this requirement.)

**6. Humanities (6 credit hours)**

***Select from the following:***

AMST 186: Introduction to Southwest Studies (3)

CLST 107: Greek Mythology (3)

CLST 204: Greek Civilization (3)

ENGL 150: The Study of Literature (3)

HIST 101L: Western Civilization (3)

HIST 102L: Western Civilization (3)

HIST 161L: History of the United States to 1877 (3)

HIST 162L: History of the United States Since 1877 (3)

PHIL 101: Introduction to Philosophical Problems (3)

RELG 107: Living World Religions (3)

**7. Foreign Language (3 credit hours)**

**8. Fine Arts (3 credit hours)**

***Select from the following:***

ARTH 101: Introduction to Art I (3)

ARTH 201: History of Art I (3)

ARTH 202: History of Art II (3)

MUS 139: Music Appreciation (3)

THEA 122: Theatre Appreciation (3)

***or***

A three hour studio course from the Department of Art and Art History, Music, Theatre and Dance, or Media Arts.

**9. Computer Science (3 credit hours)**

C S 150L: Computing for Business Students (3)

**10. Management (6 credit hours)**

MGMT 202: Principles of Financial Accounting (3)

STAT 145: Introduction to Statistics (3)

**OR**

MGMT 290: Introduction to Business Statistics (3)

**11. Electives (6-7 credit hours)**

***Suggestions:***

MGMT 113: Management: An Introduction (3)

MGMT 158: Ethics in Organizations (3)

MGMT 190: Special Topics in Management (3-6)

MGMT 290: Introduction to Business Statistics (3)

ECON 212: Personal Investing (3)

***May not include:***

Introductory Studies courses

Physical Education courses

Students planning on transferring to the Anderson Schools of Management on the Albuquerque campus should be familiar with and must meet the UNM/ASM Core Curriculum Requirements.