

**Division of Business**

**Program Modification Forms**

**Business and Accounting**

**2012-2021**

## Request for Program Modification

### *Oklahoma State Regents for Higher Education*

Institution submitting request: **Northwestern Oklahoma State University**

Contact person: **Dr. Bo Hannaford**

Title: **Dean, School of Professional Studies**

Phone number: **580-327-8455**

Current title of degree program (Level II): Bachelor of Business Administration

Current title of degree program (Level III): Accounting

State Regent's three-digit program code: 001

Degree Granting Academic Unit: Division of Business

With approved options in: A. \_\_\_\_\_  
B. \_\_\_\_\_  
C. \_\_\_\_\_  
D. \_\_\_\_\_  
E. \_\_\_\_\_

**TYPE OF REQUEST:** Check those appropriate and complete appropriate pages ***ONLY!***

- (1) Program Deletion
- (2) Program Suspension
- (3) Change of Program Name  
and/or Degree Designation
- (4) Option Addition
- (5) Option Deletion
- (6) Option Name Change
- (7) Program Requirement Change
- (8) Other Degree Program Modification

***Complete and return ONLY  
this cover sheet AND the  
appropriate page specifying  
the requested modification!***

***NOTE: Information not  
included in the requested  
modification may cause a  
delay in processing.***

**Signature of President:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Date of Governing Board Approval:** \_\_\_\_\_

**(7) Program Requirement Change**

*Oklahoma State Regents for Higher Education*  
**REQUEST FOR PROGRAM MODIFICATION**  
(continued)

Institution submitting request: Northwestern Oklahoma State University

Program name and State Regents' three-digit program code to be modified:

Accounting 001

**(7) PROGRAM REQUIREMENT CHANGES**

Course requirement change (change in number of core courses, electives, general education, etc. Changes in course prefixes that do not effect content should be reported, but do not require approval.)

Degree program requirement change (i.e. prerequisites, minimum GPA for admission or other admission criteria changes, graduation criteria change, etc.)

Total credit hours for the degree will **NOT** change.

Total credit hours for the degree will change from \_\_\_\_\_ to \_\_\_\_\_.

Summary of changes (attach no more than one page if space provided is inadequate, as well as the form showing the current and proposed curriculum):

*Add GBUS 2013 Business Math to the Foundation Core*  
*Move MATH 1313 from Foundation Core to required Section VII general education elective*

Will total number of credit hours required for the degree change  No  Yes

Explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Reason for requested action (attach no more than one page if space provided is inadequate):

*Through course-level assessment, it was determined that a substantial proportion of Accounting and Business majors were weak regarding quantitative skills.*

Will requested change require additional funds from the State Regents?  No  Yes

*If yes, please specify the number of the additional costs, the source of the funds, and how they will be expended (attach no more than one page if space provided is inadequate).*

Attach current and proposed degree program requirements and degree program objectives (on no more than three pages). **Indicate the changes clearly. Note any courses deleted from the course inventory. Asterisk any courses new to the course inventory.**

Please list the current curriculum requirements in the left column and the proposed curriculum requirements in the right column.

Current Curriculum	Proposed Curriculum
<p><b>ACCOUNTING</b> <b>PROGRAM SPECIFIC GENERAL EDUCATION REQUIREMENTS</b> ENGL 1113 Composition I ENGL 1213 Composition II SCOM 1113 Intro to Speech Communication MATH 1513 College Algebra GBUS 2033 Leadership in Business FIN 1113 Personal Finance</p> <p><b>ACCOUNTING</b> <b>B.B.A. Degree Major/Minor</b> <b>Lower-Level Business-prep courses (Foundation Core):</b> ACCT 2123 Financial Accounting..... 3 ACCT 2133 Managerial Accounting..... 3 ECON 2113 Prin of Macroeconomics..... 3 ECON 2123 Prin of Microeconomics..... 3 GBUS 2903 Legal Environment of Business ..... 3 MATH 1313 Statistics..... 3 TOTAL Foundation Core..... 18 <b>Upper-Level Required Business courses (Business Core):</b> FIN 3163 Business Finance..... 3 GBUS 3753 Business Research ..... 3 GBUS 3953 Business, Society &amp; Government ..... 3 MGMT 3063 Prin of Management..... 3 MGMT 4343 Cross-Cultural Management ..... 3 MGMT 4433 Business Policy..... 3 MIS 3413 Management Info Syst ..... 3 MRKT 3043 Prin of Marketing..... 3 TOTAL Business Core..... 24 <b>Upper-Level Accounting Courses:</b></p>	<p><b>ACCOUNTING</b> <b>PROGRAM SPECIFIC GENERAL EDUCATION REQUIREMENTS</b> ENGL 1113 Composition I ENGL 1213 Composition II SCOM 1113 Intro to Speech Communication <b>MATH 1313 Statistics</b> MATH 1513 College Algebra GBUS 2033 Leadership in Business FIN 1113 Personal Finance</p> <p><b>ACCOUNTING</b> <b>B.B.A. Degree Major/Minor</b> <b>Lower-Level Business-prep courses (Foundation Core):</b> ACCT 2123 Financial Accounting ..... 3 ACCT 2133 Managerial Accounting ..... 3 ECON 2113 Prin of Macroeconomics ..... 3 ECON 2123 Prin of Microeconomics ..... 3 <b>*GBUS 2013 Business Math..... 3</b> GBUS 2903 Legal Environment of Business..... 3 TOTAL Foundation Core ..... 18 <b>Upper-Level Required Business courses (Business Core):</b> FIN            3163            Business            Finance ..... 3 GBUS           3753            Business            Research ..... 3 GBUS           3953            Business,            Society            &amp; ..... 3 Government..... MGMT           3063            Prin            of            Management ..... 3 MGMT                            4343                            Cross-Cultural ..... 3 Management..... MGMT                            4433                            Business            Policy ..... 3 MIS 3413 Management Info Syst..... 3 MRKT           3043            Prin            of            Marketing ..... 3 TOTAL                            Business                            Core ..... 24</p>

<p>ACCT 3103 Intermediate Acctng I.....3 3 ACCT 3113 Intermediate Acctng II .....3 3 ACCT 3123 Governmental/Non-Profit Accounting ....3 ACCT 3133 Individual Income Tax.....3 ACCT 3153 Cost Accounting.....3 ACCT 3923 Advanced Business Law/Ethics .....3 ACCT 4133 Acctg Information Systems .....3 ACCT 4173 Auditing.....3 ACCT 4303 International Accounting.....3 Upper-level Accounting electives*.....3 TOTAL Upper-Level Accounting.....30 <b>TOTAL HOURS.....72</b></p> <p>*Any upper-level course with the prefix ACCT applies. Students may seek approval from their advisor and division chair to apply courses from other disciplines as upper-level Accounting electives. Note 1: The student must have at least 45 hours in upper-division business courses. Note 2: Accounting majors desiring to take the CPA exam will need to complete 150 credit hours, which will include additional accounting courses. These courses can be taken at the undergraduate level but it is recommended that the student plan to attend graduate school.</p>	<p><b>Upper-Level Accounting Courses:</b> ACCT 3103 Intermediate Acctng I.....3 3 ACCT 3113 Intermediate Acctng II .....3 3 ACCT 3123 Governmental/Non-Profit Accounting ....3 ACCT 3133 Individual Income Tax.....3 ACCT 3153 Cost Accounting.....3 ACCT 3923 Advanced Business Law/Ethics .....3 ACCT 4133 Acctg Information Systems .....3 ACCT 4173 Auditing.....3 ACCT 4303 International Accounting.....3 Upper-level Accounting electives*.....3 TOTAL Upper-Level Accounting.....30 <b>TOTAL HOURS .....72</b></p> <p>*Any upper-level course with the prefix ACCT applies. Students may seek approval from their advisor and division chair to apply courses from other disciplines as upper-level Accounting electives. Note 1: The student must have at least 45 hours in upper-division business courses. Note 2: Accounting majors desiring to take the CPA exam will need to complete 150 credit hours, which will include additional accounting courses. These courses can be taken at the undergraduate level but it is recommended that the student plan to attend graduate school.</p> <p><b>New Course:</b> <b>GBUS 2013 Business Math:</b> This course emphasizes practical applications of arithmetic and mathematical concepts appropriate to business. Pre: Math 1513 and concurrent registration in ACCT 2123</p>
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## Request for Program Modification

### *Oklahoma State Regents for Higher Education*

Institution submitting request: **Northwestern Oklahoma State University**

Contact person: **Dr. Bo Hannaford**

Title: **Dean, School of Professional Studies**

Phone number: **580-327-8455**

Current title of degree program (Level II): Bachelor of Business Administration

Current title of degree program (Level III): Business Administration

State Regent's three-digit program code: 007

Degree Granting Academic Unit: Division of Business

With approved options in: A. \_\_\_\_\_  
B. \_\_\_\_\_  
C. \_\_\_\_\_  
D. \_\_\_\_\_  
E. \_\_\_\_\_

**TYPE OF REQUEST:** Check those appropriate and complete appropriate pages ***ONLY!***

- (1) Program Deletion
- (2) Program Suspension
- (3) Change of Program Name  
and/or Degree Designation
- (4) Option Addition
- (5) Option Deletion
- (6) Option Name Change
- (7) Program Requirement Change
- (8) Other Degree Program Modification

***Complete and return ONLY  
this cover sheet AND the  
appropriate page specifying  
the requested modification!***

***NOTE: Information not  
included in the requested  
modification may cause a  
delay in processing.***

**Signature of President:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Date of Governing Board Approval:** \_\_\_\_\_

**(7) Program Requirement Change**

*Oklahoma State Regents for Higher Education*  
**REQUEST FOR PROGRAM MODIFICATION**  
(continued)

Institution submitting request: Northwestern Oklahoma State University

Program name and State Regents' three-digit program code to be modified:

Business Administration 007

**(7) PROGRAM REQUIREMENT CHANGES**

- Course requirement change (change in number of core courses, electives, general education, etc. Changes in course prefixes that do not effect content should be reported, but do not require approval.)
- Degree program requirement change (i.e. prerequisites, minimum GPA for admission or other admission criteria changes, graduation criteria change, etc.)
- Total credit hours for the degree will **NOT** change.
- Total credit hours for the degree will change from \_\_\_\_\_ to \_\_\_\_\_.

Summary of changes (attach no more than one page if space provided is inadequate, as well as the form showing the current and proposed curriculum):

*Add GBUS 2013 Business Math to the Foundation Core*  
*Move MATH 1313 from Foundation Core to required Section VII general education elective*

Will total number of credit hours required for the degree change  No  Yes

Explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Reason for requested action (attach no more than one page if space provided is inadequate):

*Through course-level assessment, it was determined that a substantial proportion of Accounting and Business majors were weak regarding quantitative skills.*

Will requested change require additional funds from the State Regents?  No  Yes

*If yes, please specify the number of the additional costs, the source of the funds, and how they will be expended (attach no more than one page if space provided is inadequate).*

Attach current and proposed degree program requirements and degree program objectives (on no more than three pages). **Indicate the changes clearly. Note any courses deleted from the course inventory. Asterisk any courses new to the course inventory.**

Please list the current curriculum requirements in the left column and the proposed curriculum requirements in the right column.

Current Curriculum	Proposed Curriculum
<p><b>BUSINESS ADMINISTRATION PROGRAM SPECIFIC GENERAL EDUCATION REQUIREMENTS</b> ENGL 1113 Composition I ENGL 1213 Composition II SCOM 1113 Intro to Speech Communication MATH 1513 College Algebra GBUS 2033 Leadership in Business FIN 1113 Personal Finance</p> <p><b>BUSINESS ADMINISTRATION B.B.A. Degree Major Foundation Core:</b> ACCT 2123 Financial Accounting .....3 ACCT 2133 Managerial Accounting .....3 ECON 2113 Prin of Macroeconomics .....3 ECON 2123 Prin of Microeconomics .....3 GBUS 2903 Legal Environment of Business.....3 MATH 1313 Statistics .....3 TOTAL Foundation Core .....18</p> <p><b>Business Core:</b> FIN 3163 Business Finance .....3 GBUS 3753 Business Research .....3 GBUS 3953 Business, Society &amp; Government.....3 MGMT 3063 Prin of Management .....3 MGMT 4343 Cross-Cultural Management.....3 MGMT 4433 Business Policy .....3 MIS 3413 Management Info Syst.....3 MRKT 3043 Prin of Marketing .....3 TOTAL Business Core .....24</p>	<p><b>BUSINESS ADMINISTRATION PROGRAM SPECIFIC GENERAL EDUCATION REQUIREMENTS</b> ENGL 1113 Composition I ENGL 1213 Composition II SCOM 1113 Intro to Speech Communication <b>MATH 1313 Statistics</b> MATH 1513 College Algebra GBUS 2033 Leadership in Business FIN 1113 Personal Finance</p> <p><b>BUSINESS ADMINISTRATION B.B.A. Degree Major Foundation Core:</b> ACCT 2123 Financial Accounting .....3 ACCT 2133 Managerial Accounting .....3 ECON 2113 Prin of Macroeconomics .....3 ECON 2123 Prin of Microeconomics .....3 <b>*GBUS 2013 Business Math.....</b> <b>.....3</b> GBUS 2903 Legal Environment of Business.....3 TOTAL Foundation Core .....18</p> <p><b>Business Core:</b> FIN           3163           Business           Finance .....3 GBUS           3753           Business           Research .....3 GBUS           3953           Business,           Society           &amp; Government.....3 MGMT           3063           Prin           of           Management .....3 MGMT                   4343                   Cross-Cultural Management.....3 MGMT           4433           Business           Policy .....3 MIS 3413 Management Info Syst.....3 MRKT           3043           Prin           of           Marketing .....3 TOTAL                   Business                   Core .....24</p>



<p><b>TOTAL HOURS</b> .....42</p> <p>Note 1: In any of the programs in business administration, the student must have at least 45 hours in upper-division business courses.</p>	<p><b>TOTAL HOURS</b> .....42</p> <p>Note 1: In any of the programs in business administration, the student must have at least 45 hours in upper-division business courses.</p> <p><b>New Course:</b> <b>GBUS 2013 Business Math:</b> This course emphasizes practical applications of arithmetic and mathematical concepts appropriate to business. Pre: Math 1513 and concurrent registration in ACCT 2123</p>
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## Request for Program Modification

### *Oklahoma State Regents for Higher Education*

Institution submitting request: **NORTHWESTERN OKLAHOMA STATE UNIVERSITY**

Contact person: **Dr. Bo Hannaford**

Title: **Dean, School of Professional Studies**

Phone number: **580.327.8455**

Current title of degree program (Level II): **Bachelor of Business Administration**

Current title of degree program (Level III): **Accounting**

State Regent's three-digit program code: **001**

Degree Granting Academic Unit: **Division of Business/School of Professional Studies**

With approved options in: A. \_\_\_\_\_  
B. \_\_\_\_\_  
C. \_\_\_\_\_  
D. \_\_\_\_\_  
E. \_\_\_\_\_

**TYPE OF REQUEST:** Check all appropriate types of changes and complete **ONLY** the appropriate pages.

- (1) Program Deletion
- (2) Program Suspension
- (3) Change of Program Name  
and/or Degree Designation
- (4) Option Addition
- (5) Option Deletion
- (6) Option Name Change
- (7) Program Requirement Change
- (8) Other Degree Program Modification

***Complete and return ONLY  
this cover sheet AND the  
appropriate page(s)  
specifying the requested  
modification!***

***NOTE: Information not  
included in the requested  
modification may cause a***

**Signature of President:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Date of Governing Board Approval:** \_\_\_\_\_

**REQUEST FOR PROGRAM MODIFICATION**  
**(continued)**

Institution submitting request: **NORTHWESTERN OKLAHOMA STATE UNIVERSITY**

Program name and State Regents' three-digit program code to be modified:

**Accounting 001**

**(7) PROGRAM REQUIREMENT CHANGES**

**NOTE: Information not included on the requested action may cause a delay in processing.**

- Course requirement change (change in number of core courses, electives, general education, etc. Changes in course prefixes that do not effect content should be reported, but do not require approval.)
- Degree program requirement change (i.e. prerequisites, minimum GPA for admission or other admission criteria changes, graduation criteria change, etc.)
- Total credit hours for the degree will **NOT** change.
- Total credit hours for the degree **WILL** change from **127** to **121**.

Explain: **Change will result from the reduction in hours in General Education, 54 to 45, and with the requested program modification of 73 to 76, the overall hours to complete this degree will be reduced from 127 to 121.**

Summary of changes (attach no more than one page if space provided is inadequate, as well as the form showing the current and proposed curriculum):

**Adding Math 2013 Statistics**

Number of new courses being added to course inventory: 0

Number of courses being deleted from course inventory: 0

Reason for requested action (attach no more than one page if space provided is inadequate):

**The university's general education requirements have been revised. Math 2013 Statistics will no longer be a general education specific required course, therefore, adding to the major curriculum as this course is needed by all business accounting majors.**

Will requested change require additional funds from the State Regents?  No  Yes

*If yes, please specify the number of the additional costs, the source of the funds, and how they will be expended (attach no more than one page if space provided is inadequate).*

*Attach current and proposed degree program requirements and degree program objectives (on no more than three pages). Indicate the changes clearly. Note any courses deleted from the course inventory. Asterisk any courses new to the course inventory.*

Please list the current curriculum requirements in the left column and the proposed curriculum requirements in the right column.

Current Curriculum	Proposed Curriculum
Lower-Level Business-prep courses (Foundation Core):	Lower-Level Business-prep courses (Foundation Core):
ACCT 2123 Financial Accounting 3	ACCT 2123 Financial Accounting 3
ACCT 2133 Managerial Accounting 3	ACCT 2133 Managerial Accounting 3
ECON 2113 Prin of Macroeconomics 3	ECON 2113 Prin of Macroeconomics 3
ECON 2123 Prin of Microeconomics 3	ECON 2123 Prin of Microeconomics 3
GBUS 2013 Business Math 3	GBUS 2013 Business Math 3
GBUS 2903 Legal Environment of Bus 3	GBUS 2903 Legal Environment of Bus 3
GBUS 1021 Business Environment 1	GBUS 1021 Business Environment 1
Total Foundation Core 19	<b>MATH 2013 Statistics 3</b> Total Foundation Core 22
Upper-Level Required Business courses (Business Core):	Upper-Level Required Business courses (Business Core):
FIN 3163 Business Finance 3	FIN 3163 Business Finance 3
GBUS 3753 Business Research 3	GBUS 3753 Business Research 3
GBUS 3953 Bus, Society & Governmt 3	GBUS 3953 Bus, Society & Governmt 3
MGMT 3063 Prin of Management 3	MGMT 3063 Prin of Management 3
MGMT 4343 Cross-Cultural Mgmt 3	MGMT 4343 Cross-Cultural Mgmt 3
MGMT 4433 Business Policy 3	MGMT 4433 Business Policy 3
MIS 3413 Mgmt Inform Systems 3	MIS 3413 Mgmt Inform Systems 3
MRKT 3043 Prin of Marketing 3	MRKT 3043 Prin of Marketing 3
Total Business Core 24	Total Business Core 24
Upper-Level Accounting Courses:	Upper-Level Accounting Courses:
ACCT 3103 Intermediate Accounting I 3	ACCT 3103 Intermediate Accounting I 3
ACCT 3113 Intermediate Accounting II 3	ACCT 3113 Intermediate Accounting II 3
ACCT 3123 Governmtl/Non-Profit Acct 3	ACCT 3123 Governmtl/Non-Profit Acct 3
ACCT 3133 Individual Income Tax 3	ACCT 3133 Individual Income Tax 3
ACCT 3153 Cost Accounting I 3	ACCT 3153 Cost Accounting I 3
ACCT 3923 Adv Bus Law/Ethics 3	ACCT 3923 Adv Bus Law/Ethics 3
ACCT 4133 Acctg Information Systems 3	ACCT 4133 Acctg Information Systems 3
ACCT 4173 Auditing 3	ACCT 4173 Auditing 3
ACCT 4303 International Accounting 3	ACCT 4303 International Accounting 3
Total Upper-Level Accounting 30	Total Upper-Level Accounting 30
<b>TOTAL HOURS 73</b>	<b>TOTAL HOURS 76</b>

## Request for Program Modification

### *Oklahoma State Regents for Higher Education*

Institution submitting request: **Northwestern Oklahoma State University**

Contact person: Dr. James Bell

Title: Associate Vice President for Academics and Dean of Faculty

Phone number: 580.327.8590

Current title of degree program (Level II): Bachelor of Business Administration

Current title of degree program (Level III): Accounting and Business Administration

State Regent's three-digit program code: 001 and 007

Degree Granting Academic Unit: School of Professional Studies

With approved options in: A. [Click here to enter text.](#)

**TYPE OF REQUEST:** Check all appropriate types of changes and complete ***ONLY*** the appropriate page(s). ***Excluding program deletions and suspensions, to be considered for State Regents' approval, the program must be current in the 5-year program review cycle.*** The Degree Program Review schedule can be found at <http://www.osrhe.edu/oeis/ProductivityReport/RevParams.aspx>

Date of last review for the program 2012 next 2022

- (1) Program Deletion
- (2) Program Suspension
- (3) Change of Program Name and/or Degree Designation
- (4) Option Addition
- (5) Option Deletion
- (6) Option Name Change
- (7) Program Requirement Change
- (8) Other Degree Program Modification

***Complete and return ONLY this cover sheet AND the appropriate page(s) specifying the requested modification!***

***NOTE: Information not included in the requested modification may cause a delay in processing.***

**Signature of President:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Date of Governing Board Approval:** [Click here to enter a date.](#)

**(8) Other Degree  
Program Modification**

*Oklahoma State Regents for Higher Education*  
**REQUEST FOR PROGRAM MODIFICATION**  
(continued)

Institution submitting request: **Northwestern Oklahoma State University**

Program name and State Regents' three-digit program code of program to be modified:  
Accounting 001 and Business Administration 007

**(8) OTHER DEGREE PROGRAM MODIFICATION**

**NOTE: Information not included on the requested action may cause a delay in processing.**

Requested action: Adding ECON 2163 Intro to Statistics as alternative to MATH 2013 Statistics

Reason for requested action (attach no more than one page if space provided is inadequate):

Give students another option for statistics which is more in line with business field.

Will requested change require additional funds?  No  Yes

*If yes, please specify the amount of the additional costs, the source of the funds, and how they will be expended (if explanation exceeds space provided, attach no more than one page).*

Will requested action change curriculum?  No  Yes

*If yes, provide complete a Program Requirement Change form and include the current and proposed curriculum degree program requirements and degree program objectives (on no more than three pages). **Indicate the changes clearly. Note any courses deleted from the course inventory. Asterisk any courses new to the course inventory.***

Please list the current curriculum requirements in the left column and the proposed curriculum requirements in the right column.

Current Curriculum		Proposed Curriculum	
Foundation Core:		Foundation Core:	
ACCT 2123 Financial Accounting	3	ACCT 2123 Financial Accounting	3
ACCT 2133 Managerial Accounting	3	ACCT 2133 Managerial Accounting	3
ECON 2113 Macroeconomics	3	ECON 2113 Macroeconomics	3
ECON 2123 Microeconomics	3	ECON 2123 Microeconomics	3
GBUS 2013 Business Math	3	GBUS 2013 Business Math	3
GBUS 2903 Legal Environment of Bus	3	GBUS 2903 Legal Environment of Bus	3
GBUS 1021 Business Environment	1	GBUS 1021 Business Environment	1
MATH 2013 Statistics	3	MATH 2013 Statistics <b>OR</b>	
		<b>ECON 2163 Intro to Statistics</b>	<b>3</b>

## Request for Program Modification

### *Oklahoma State Regents for Higher Education*

Institution submitting request: **Northwestern Oklahoma State University**

Contact person: Dr. James Bell

Title: Associate Vice President for Academics/Dean of Faculty

Phone number and email address: 580.327.8590

Current title of degree program (Level II): Bachelor of Business Administration

Current title of degree program (Level III): Accounting

State Regent's three-digit program code: 001

Degree Granting Academic Unit: School of Professional Studies/Division of Business

With approved options in: A. [Click here to enter text.](#)

B. [Click here to enter text.](#)

**TYPE OF REQUEST:** Check all appropriate types of changes and complete ***ONLY*** the appropriate page(s). ***Excluding program deletions and suspensions, for modifications to be considered for State Regents' approval, the program must be current in the 5-year program review cycle.*** The Degree Program Review schedule can be found at <http://www.osrhe.edu/oeis/ProductivityReport/RevParams.aspx>

Date of last review for the program 2012

- (1) Program Deletion
- (2) Program Suspension
- (3) Change of Program Name and/or Degree Designation
- (4) Option Addition
- (5) Option Deletion
- (6) Option Name Change
- (7) Program Requirement Change
- (8) Other Degree Program Modification
- (9) This modification affects a Cooperative Agreement Program

***Complete and return ONLY this cover sheet AND the appropriate page(s) specifying the requested modification!***

***NOTE: Information not included in the requested modification may cause a delay in processing.***

**Signature of President:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Date of Governing Board Approval:** [Click here to enter a date.](#)



**(7) Program  
Requirement Change**

*Oklahoma State Regents for Higher Education*  
**REQUEST FOR PROGRAM MODIFICATION**  
(continued)

Institution submitting request: **Northwestern Oklahoma State University**

Program name and State Regents' three-digit program code to be modified:  
**Accounting 001**

**(7) PROGRAM REQUIREMENT CHANGES**

**NOTE: Information not included on the requested action may cause a delay in processing.**

Select all that apply:

- Course requirement change (change in number of core courses, electives, general education, etc. Changes in course prefixes that do not effect content should be reported, but do not require approval.)
- Degree program requirement change (i.e. prerequisites, minimum GPA for admission or other admission criteria changes, graduation criteria change, etc.)
- Total credit hours for the degree will **NOT** change.
- Total credit hours for the degree **WILL** change from            to

Explain:

Summary of changes (attach no more than one page if space provided is inadequate, as well as the form showing the current and proposed curriculum):

**Add: GBUS 3013 Business Communications    Remove: MGMT 4343 Cross Cultural Management**

Number of new courses being added to course inventory:    0  
List new courses being added to the course inventory:    N/A  
Number of courses being deleted from course inventory:    0  
List courses being deleted from the course inventory:    N/A

Reason for requested action (attach no more than one page if space provided is inadequate):

**Due to recent changes to the ACBSP Unified Standard Requirements, requiring the inclusion of coverage of the Undergraduate Common Professional Component (CPC) at the level prescribed by ACBSP, along with the recommendation of our Advisory Councils, faculty and recent graduates. Business Communications will meet this requirement. This will align Northwestern with other accredited business programs and allow our students to be better prepared in the communications area.**

Will requested change require additional funds from the State Regents? No Yes  
*If yes, please specify the number of the additional costs, the source of the funds, and how they will be expended (attach no more than one page if space provided is inadequate).*  
Click here to enter text.

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Will requested change impact an embedded certificate? No Yes  
*If yes, please specify the certificate name and State Regents' three-digit program code. A modification to the impacted embedded certificate(s) must accompany the modification request to the main program.* Click here to enter text.

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Will requested change affect a Cooperative Agreement? No Yes  
(if yes, must complete a Cooperative Agreement Program Modification Form.)

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### **For undergraduate degree programs only**

As part of the broader work of the Mathematics Success Initiative, the Math Pathways Task Force has identified four gateway mathematics courses that are suitable general education mathematics course options. These courses, *College Algebra/Pre-Calculus*, *Introduction to Statistics, Functions and Modeling*, and *Quantitative Reasoning*, are included on the Course Equivalency Project transfer matrix and provide rigorous mathematical content that is more relevant and appropriate for specific academic majors.

Please respond to the following questions:

1. Which mathematics course is required as part of the general education requirements? If the program allows for multiple gateway mathematics course options, provide a rationale for each.  
**College Algebra**
2. Describe how the mathematics course was selected and how it best meets the needs of the program's students.  
**The course was selected using guidelines from the Math Pathways Task Force and through campus discussions of the needs of business students, who use calculus-based functions in subsequent coursework.**
3. How does this mathematics course articulate with your partner institutions?  
**While Northwestern students are required to take College Algebra, transfer students may satisfy the general education requirement with Functions and Modeling, a gateway mathematics course that is not offered as one of NWOSU's math pathways.**

*(For more information regarding the gateway mathematics courses, please contact Dr. Rachel Bates (405) 225-9168)*

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Attach current and proposed degree program requirements and degree program objectives (on no more than three pages). **Indicate the changes clearly. Note any courses deleted from the course inventory. Asterisk any courses new to the course inventory.**

Please list the current curriculum requirements in the left column and the proposed curriculum requirements in the right column.

Current Curriculum	Proposed Curriculum
<p>Accounting Foundation Core (22 hours) 3 ACCT-2123 Financial Accounting 3 ACCT-2133 Managerial Accounting 3 ECON-2113 Prin of Macroeconomics 3 ECON-2123 Prin of Microeconomics 1 GBUS-1021 Business Environment 3 GBUS-2013 Business Math 3 GBUS-2903 Legal Environment Business 3 ECON-2163 Intro to Statistics OR MATH-2013 Statistics Business Core (24 hours) 3 FIN-3163 Business Finance 3 GBUS-3753 Business Research 3 GBUS-3953 Business, Society &amp; Gov't 3 MGMT-3063 Prin of Management 3 MGMT-4343 Cross-Cultural Management 3 MGMT-4433 Business Policy 3 MIS-3413 Management Informatn Systms 3 MRKT-3043 Prin of Marketing Accounting courses (30 hours) 3 ACCT-3103 Intermediate Accounting I 3 ACCT-3113 Intermediate Accounting II 3 ACCT-3123 Governmental/Non-Profit Acct 3 ACCT-3133 Individual Income Tax 3 ACCT-3153 Cost Accounting I 3 ACCT-3923 Adv Business Law/Ethics 3 ACCT-4133 Acct Information Systems 3 ACCT-4173 Auditing 3 ACCT-4303 International Accounting 3 Upper-level Accounting electives</p>	<p>Accounting Foundation Core (22 hours) 3 ACCT-2123 Financial Accounting 3 ACCT-2133 Managerial Accounting 3 ECON-2113 Prin of Macroeconomics 3 ECON-2123 Prin of Microeconomics 1 GBUS-1021 Business Environment 3 GBUS-2013 Business Math 3 GBUS-2903 Legal Environment Business 3 ECON-2163 Intro to Statistics OR MATH-2013 Statistics Business Core (24 hours) 3 FIN-3163 Business Finance <b>3 GBUS-3013 Business Communications</b> 3 GBUS-3753 Business Research 3 GBUS-3953 Business, Society &amp; Gov't 3 MGMT-3063 Prin of Management <del>3 MGMT-4343 Cross-Cultural Management</del> 3 MGMT-4433 Business Policy 3 MIS-3413 Management Informatn Systms 3 MRKT-3043 Prin of Marketing Accounting courses (30 hours) 3 ACCT-3103 Intermediate Accounting I 3 ACCT-3113 Intermediate Accounting II 3 ACCT-3123 Governmental/Non-Profit Acct 3 ACCT-3133 Individual Income Tax 3 ACCT-3153 Cost Accounting I 3 ACCT-3923 Adv Business Law/Ethics 3 ACCT-4133 Acct Information Systems 3 ACCT-4173 Auditing 3 ACCT-4303 International Accounting 3 Upper-level Accounting electives</p>
76 total hours	76 total hours
Click here to enter text.	Click here to enter text.

## Request for Program Modification

### *Oklahoma State Regents for Higher Education*

Institution submitting request: **Northwestern Oklahoma State University**

Contact person: Dr. James Bell

Title: Associate Vice President for Academics/Dean of Faculty

Phone number and email address: 580.327.8590

Current title of degree program (Level II): Bachelor of Business Administration

Current title of degree program (Level III): Business Administration

State Regent's three-digit program code: 007

Degree Granting Academic Unit: School of Professional Studies/Division of Business

With approved options in: A. [Click here to enter text.](#)

B. [Click here to enter text.](#)

**TYPE OF REQUEST:** Check all appropriate types of changes and complete ***ONLY*** the appropriate page(s). ***Excluding program deletions and suspensions, for modifications to be considered for State Regents' approval, the program must be current in the 5-year program review cycle.*** The Degree Program Review schedule can be found at <http://www.osrhe.edu/oeis/ProductivityReport/RevParams.aspx>

Date of last review for the program 2012

- (1) Program Deletion
- (2) Program Suspension
- (3) Change of Program Name and/or Degree Designation
- (4) Option Addition
- (5) Option Deletion
- (6) Option Name Change
- (7) Program Requirement Change
- (8) Other Degree Program Modification
- (9) This modification affects a Cooperative Agreement Program

***Complete and return ONLY this cover sheet AND the appropriate page(s) specifying the requested modification!***

***NOTE: Information not included in the requested modification may cause a delay in processing.***

**Signature of President:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Date of Governing Board Approval:** [Click here to enter a date.](#)

**(7) Program  
Requirement Change**

*Oklahoma State Regents for Higher Education*  
**REQUEST FOR PROGRAM MODIFICATION**  
(continued)

Institution submitting request: **Northwestern Oklahoma State University**

Program name and State Regents' three-digit program code to be modified:  
**Business Administration 007**

**(7) PROGRAM REQUIREMENT CHANGES**

**NOTE: Information not included on the requested action may cause a delay in processing.**

Select all that apply:

- Course requirement change (change in number of core courses, electives, general education, etc. Changes in course prefixes that do not effect content should be reported, but do not require approval.)
- Degree program requirement change (i.e. prerequisites, minimum GPA for admission or other admission criteria changes, graduation criteria change, etc.)
- Total credit hours for the degree will **NOT** change.
- Total credit hours for the degree **WILL** change from            to

Explain:

Summary of changes (attach no more than one page if space provided is inadequate, as well as the form showing the current and proposed curriculum):

**Add: GBUS 3013 Business Communications    Remove: MGMT 4343 Cross Cultural Management**

Number of new courses being added to course inventory:    0  
List new courses being added to the course inventory:    N/A  
Number of courses being deleted from course inventory:    0  
List courses being deleted from the course inventory:    N/A

Reason for requested action (attach no more than one page if space provided is inadequate):  
**Due to recent changes to the ACBSP Unified Standard Requirements, requiring the inclusion of coverage of the Undergraduate Common Professional Component (CPC) at the level prescribed by ACBSP, along with the recommendation of our Advisory Councils, faculty and recent graduates. Business Communications will meet this requirement. This will align Northwestern with other accredited business programs and allow our students to be better prepared in the communications area.**

Will requested change require additional funds from the State Regents?     No     Yes

*If yes, please specify the number of the additional costs, the source of the funds, and how they will be expended (attach no more than one page if space provided is inadequate).*

Click here to enter text.

---

Will requested change impact an embedded certificate? No Yes

*If yes, please specify the certificate name and State Regents' three-digit program code. A modification to the impacted embedded certificate(s) must accompany the modification request to the main program. Click here to enter text.*

Will requested change affect a Cooperative Agreement? No Yes

(if yes, must complete a Cooperative Agreement Program Modification Form.)

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### **For undergraduate degree programs only**

As part of the broader work of the Mathematics Success Initiative, the Math Pathways Task Force has identified four gateway mathematics courses that are suitable general education mathematics course options. These courses, *College Algebra/Pre-Calculus*, *Introduction to Statistics, Functions and Modeling*, and *Quantitative Reasoning*, are included on the Course Equivalency Project transfer matrix and provide rigorous mathematical content that is more relevant and appropriate for specific academic majors.

Please respond to the following questions:

1. Which mathematics course is required as part of the general education requirements? If the program allows for multiple gateway mathematics course options, provide a rationale for each.  
**College Algebra**
2. Describe how the mathematics course was selected and how it best meets the needs of the program's students.  
**The course was selected using guidelines from the Math Pathways Task Force and through campus discussions of the needs of business students, who use calculus-based functions in subsequent coursework.**
3. How does this mathematics course articulate with your partner institutions?  
**While Northwestern students are required to take College Algebra, transfer students may satisfy the general education requirement with Functions and Modeling, a gateway mathematics course that is not offered as one of NWOSU's math pathways.**

*(For more information regarding the gateway mathematics courses, please contact Dr. Rachel Bates (405) 225-9168)*

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Attach current and proposed degree program requirements and degree program objectives (on no more than three pages). **Indicate the changes clearly. Note any courses deleted from the course inventory. Asterisk any courses new to the course inventory.**

Please list the current curriculum requirements in the left column and the proposed curriculum requirements in the right column.

Current Curriculum	Proposed Curriculum
<p>Business Administration</p> <p>3 ACCT-2123 Financial Accounting</p> <p>3 ACCT-2133 Managerial Accounting</p> <p>3 ECON-2113 Prin of Macroeconomics</p> <p>3 ECON-2123 Prin of Microeconomics</p> <p>1 GBUS-1021 Business Environment</p> <p>3 GBUS-2013 Business Math</p> <p>3 GBUS-2903 Legal Environment Business</p> <p>3 ECON-2163 Intro to Statistics OR MATH-2013 Statistics</p> <p>3 FIN-3163 Business Finance</p> <p>3 GBUS-3753 Business Research</p> <p>3 GBUS-3953 Business, Society &amp; Gov't</p> <p>3 MGMT-3063 Prin of Management</p> <p>3 MGMT-4343 Cross-Cultural Management</p> <p>3 MGMT-4433 Business Policy</p> <p>3 MIS-3413 Management Informatn Systms</p> <p>3 MRKT-3043 Prin of Marketing</p>	<p>Business Administration</p> <p>3 ACCT-2123 Financial Accounting</p> <p>3 ACCT-2133 Managerial Accounting</p> <p>3 ECON-2113 Prin of Macroeconomics</p> <p>3 ECON-2123 Prin of Microeconomics</p> <p>1 GBUS-1021 Business Environment</p> <p>3 GBUS-2013 Business Math</p> <p>3 GBUS-2903 Legal Environment Business</p> <p><b>3 GBUS-3013 Business Communications</b></p> <p>3 ECON-2163 Intro to Statistics OR MATH-2013 Statistics</p> <p>3 FIN-3163 Business Finance</p> <p>3 GBUS-3753 Business Research</p> <p>3 GBUS-3953 Business, Society &amp; Gov't</p> <p>3 MGMT-3063 Prin of Management</p> <p><del>3 MGMT-4343 Cross-Cultural Management</del></p> <p>3 MGMT-4433 Business Policy</p> <p>3 MIS-3413 Management Informatn Systms</p> <p>3 MRKT-3043 Prin of Marketing</p>
<p>46 total hours</p> <p><a href="#">Click here to enter text.</a></p>	<p>46 total hours</p> <p><a href="#">Click here to enter text.</a></p>

**(7) Program Requirement Change**

*Oklahoma State Regents for Higher Education*  
**REQUEST FOR PROGRAM MODIFICATION**  
(continued)

Institution submitting request: **Northwestern Oklahoma State University**

Program name and State Regents' three-digit program code to be modified:

**Accounting 001**

**(7) PROGRAM REQUIREMENT CHANGES**

**NOTE: Information not included on the requested action may cause a delay in processing.**

Select all that apply:

- Course requirement change (change in number of core courses, electives, general education, etc. Changes in course prefixes that do not effect content should be reported, but do not require approval.)
- Degree program requirement change (i.e. prerequisites, minimum GPA for admission or other admission criteria changes, graduation criteria change, etc.)
- Total credit hours for the degree will **NOT** change.
- Total credit hours for the degree **WILL** change from            to

Explain: [Click here to enter text.](#)

Summary of changes (attach no more than one page if space provided is inadequate, as well as the form showing the current and proposed curriculum):

The current program requires that students take a course in International Accounting and have an upper division accounting elective (3 credits). As of July 1, 2021, International Accounting will no longer be tested on the CPA exam. These requirements would be replaced with the following requirements: ACCT 3143 – Business Income Tax & ACCT 4123 – Advanced Accounting. A new course would be added as a capstone course. GBUS-2013 Business Math will be removed from the curriculum for accounting students only. Removing Business Math will keep accounting students at 121 hours to graduate. The new course would be as follows: ACCT 4503 - Financial Reporting and Analysis.

Number of new courses being added to course inventory:    1  
 List new courses being added to the course inventory:    ACCT 4503 Financial Reporting and Analysis

Number of courses being deleted from course inventory:    0  
 List courses being deleted from the course inventory:    N/A

Reason for requested action (attach no more than one page if space provided is inadequate):

The Uniform CPA Examination will go through significant changes beginning January 1, 2024. For our students to be prepared for the new examination some changes to our current accounting major are needed. The new exam will be structured with a Core + Discipline Model. In this model, the core elements will be accounting, auditing, tax, and technology. The candidates will



choose one of three discipline areas to demonstrate deeper knowledge. The discipline areas are: Tax compliance and planning, business analysis and reporting, and information systems and controls. For our students to be adequately prepared, for the new exam, updating our course offerings and the degree requirements is necessary. The most reasonable discipline for NWOSU to pursue would be that of business analysis and reporting.

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Will requested change require additional funds from the State Regents? No Yes  
*If yes, please specify the number of the additional costs, the source of the funds, and how they will be expended (attach no more than one page if space provided is inadequate).*  
Click here to enter text.

---

Will requested change impact an embedded certificate? No Yes  
*If yes, please specify the certificate name and State Regents' three-digit program code. A modification to the impacted embedded certificate(s) must accompany the modification request to the main program. Three certificates will be impacted by the changes. 1. For non- Accounting Majors seeking to qualify to sit for the Oklahoma Certified Public Accountant exam 2. For non-Business Majors (who do not want to sit for the CPA exam) 3. For Business Majors.*

Will requested change affect a Cooperative Agreement? No Yes  
(If yes, a Cooperative Agreement Program Modification Form must be completed).

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#### **For undergraduate degree programs only**

As part of the broader work of the Mathematics Success Initiative, the Math Pathways Task Force has identified four gateway mathematics courses that are suitable general education mathematics course options. These courses, *College Algebra/Pre-Calculus*, *Introduction to Statistics, Functions and Modeling*, and *Quantitative Reasoning*, are included on the Course Equivalency Project transfer matrix and provide rigorous mathematical content that is more relevant and appropriate for specific academic majors.

Please respond to the following questions:

1. Which mathematics course is required as part of the general education requirements? If the program allows for multiple gateway mathematics course options, provide a rationale for each.  
**College Algebra**
2. Describe how the mathematics course was selected and how it best meets the needs of the program's students.  
**The course was selected using guidelines from the Math Pathways Task Force and through campus discussions of the needs of business students, who use calculus-based functions in subsequent coursework.**
3. How does this mathematics course articulate with your partner institutions?  
**While Northwestern students are required to take College Algebra, transfer students may satisfy the general education requirement with Functions and Modeling, a gateway mathematics course that is not offered as one of NWOSU's math pathways.**

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*For more information regarding the gateway mathematics courses, please contact Dr. Rachel Bates (405) 225-9168*

### CURRICULAR REQUIREMENTS

*Attach current and proposed degree program requirements and degree program objectives (on no more than three pages). Indicate the changes clearly. Note any courses deleted from the course inventory. Asterisk any courses new to the course inventory.*

Please list the current requirements in the left column and the proposed requirements in the right column (see appendix A for example).

Current Curriculum	Proposed Curriculum
Accounting	Accounting
Foundation Core (22 hours)	Foundation Core (19 hours)
3 ACCT-2123 Financial Accounting	3 ACCT-2123 Financial Accounting
3 ACCT-2133 Managerial Accounting	3 ACCT-2133 Managerial Accounting
3 ECON-2113 Prin of Macroeconomics	3 ECON-2113 Prin of Macroeconomics
3 ECON-2123 Prin of Microeconomics	3 ECON-2123 Prin of Microeconomics
1 GBUS-1021 Business Environment	1 GBUS-1021 Business Environment
3 GBUS-2013 Business Math	<del>3 GBUS-2013 Business Math</del>
3 GBUS-2903 Legal Environment Business	3 GBUS-2903 Legal Environment Business
3 ECON-2163 Intro to Statistics OR MATH-2013 Statistics	3 ECON-2163 Intro to Statistics OR MATH-2013 Statistics
Business Core (24 hours)	Business Core (24 hours)
3 FIN-3163 Business Finance	3 FIN-3163 Business Finance
3 GBUS-3753 Business Research	3 GBUS-3013 Business Communications
3 GBUS-3953 Business, Society & Gov't	3 GBUS-3753 Business Research
3 MGMT-3063 Prin of Management	3 GBUS-3953 Business, Society & Gov't
3 GBUS-3013 Business Communications	3 MGMT-3063 Prin of Management
3 MGMT-4433 Business Policy	3 GBUS-3013 Business Communications
3 MIS-3413 Management Informatn Sysms	3 MGMT-4433 Business Policy
3 MRKT-3043 Prin of Marketing	3 MIS-3413 Management Informatn Sysms
Accounting courses (30 hours)	3 MRKT-3043 Prin of Marketing
3 ACCT-3103 Intermediate Accounting I	Accounting courses (33 hours)
3 ACCT-3113 Intermediate Accounting II	3 ACCT-3103 Intermediate Accounting I
3 ACCT-3123 Governmental/Non-Profit Acct	3 ACCT-3113 Intermediate Accounting II
3 ACCT-3133 Individual Income Tax	3 ACCT-3123 Governmental/Non-Profit Acct
3 ACCT-3153 Cost Accounting I	3 ACCT-3133 Individual Income Tax
3 ACCT-3923 Adv Business Law/Ethics	3 ACCT-3153 Cost Accounting I
3 ACCT-4133 Acct Information Systems	3 ACCT-3923 Adv Business Law/Ethics
3 ACCT-4173 Auditing	3 ACCT-4133 Acct Information Systems
3 ACCT-4303 International Accounting	3 ACCT-4173 Auditing
3 Upper-level Accounting elective	<del>3 ACCT-4303 International Accounting</del>
76 total hours	<del>3 Upper level Accounting elective</del>
<a href="#">Click here to enter text.</a>	3 ACCT-3143 Business Income Tax
	3 ACCT-4123 Advanced Accounting
	3 *ACCT-4503 Financial Reporting and Analysis*
	76 total hours
	<a href="#">Click here to enter text.</a>

**Division of Business**  
**Program Modifications**  
**Certificates**  
**2012-2021**



Date of Letter of Intent

January 4, 2013

Date of Governing Board Approval \_\_\_\_\_

*Signature of President:* \_\_\_\_\_ *Date:* \_\_\_\_\_

*Evaluation Criteria*

All actions in the approval of new programs for public institutions are subject to a stipulation regarding the program’s ability to attain specified goals that have been established by the institution and approved by the State Regents. At the conclusion of an appropriate period of time, the program’s performance shall be reviewed on the basis of the specified goals in a manner mutually satisfactory to the sponsoring institution and the State Regents. Final endorsement of the program will depend on demonstrated viability.

**Centrality of the Proposed Program to the Institution’s Mission**

A program will adhere to the role and scope of the institution as set forth in its mission statement and as complemented by the institution’s academic plan. List the objectives of the proposed program and explain how the proposed program relates to the institutional mission and academic plan. An evaluation will be made as to the centrality of the program to the institution’s mission. (State Regents’ Policy 3.4.6.A)

*(Institution’s response/rationale should follow each criteria, A through I of this policy; (Size of box provided is NOT an indicator of the length of response expected; please include as much information as needed to thoroughly address each standard.)*

Northwestern Oklahoma State University’s Mission Statement states that the university provides quality educational opportunities to those with diverse needs by cultivating ethical leadership and service, critical thinking and fiscal responsibility. In addition, Northwestern is part of the Complete College America initiative and is committed to Governor Fallin’s agenda which calls for colleges and universities to increase the number of certificate and degree holders across the State of Oklahoma. As part of Northwestern’s Degree Completion Plan, specifically number 3, “Build Bridges to Certificates and Degrees” strategy number 1 reads, “Northwestern will develop certificates within its Division of Business.” The Accounting (non-Accounting majors) certificate is an integral part of this strategy and strongly supports the University’s Mission Statement.

**Curriculum**

The curriculum should be structured to meet the stated objectives of the program. Explain how the curriculum achieves the objectives of the program by describing the relationship between the overall curriculum or the major curricular components and the program objectives. (State Regents’ Policy 3.4.6.B)

The primary program objective is to provide students with a baccalaureate degree with a major other than Accounting to qualify to take the Oklahoma CPA exam. The certificate program provides the necessary 30 hours of advanced Accounting coursework including an Auditing class, as required to sit for the Oklahoma CPA exam.

The proposed program must meet the State Regents’ minimum curricular standards including the total credit hour requirements for program completion, liberal arts and sciences, general education, and area of specialization credit hour requirements (refer to 3.15 Undergraduate Degree Requirements). Additionally, the curriculum should be compatible with accreditation or certification standards, where applicable. Any clinical, practicum, field work, thesis, or dissertation requirements should be included in the proposal.

Provide the following information for the program and for each option (some categories may not apply to all programs):

Total number of hours required for degree:	30
Number of hours in general education:	0
Number of hours in degree program core:	30
Number of hours in option:	0
Number of hours in guided electives:	0
Number of hours in general electives:	0

**For AAS Degrees:**

Total number of hours required for degree:	_____
Number of hours in general education:	_____
Number of hours in technical specialty:	_____
Number of hours in technical support courses:	_____
Number of hours in technical related coursework	_____

Describe how the proposed program will articulate with related programs in the state. It should describe the extent to which student transfer has been explored and coordinated with other institutions.

The courses in the certificate program are standard academic courses offered as part of NWOSU bachelor programs; the class will transfer to other academic programs in the same manner as if the class was taken as part of the BBA program.

**Specific curricular information.** List courses under the appropriate curricular headings and asterisk new courses. In the curriculum description, indicate the total number of new courses and how development will be funded.

**CERTIFICATE IN ACCOUNTING (30 hrs)**  
**[for non-Accounting majors]**

ACCT	3103	Intermediate Accounting I <sup>1</sup>	3
ACCT	3113	Intermediate Accounting II	3
ACCT	3123	Governmental/Non-profit Accounting	3
ACCT	3133	Individual Income Tax	3
ACCT	3153	Cost Accounting I	3
ACCT	3923	Advanced Business Law/Ethics <sup>2</sup>	3
ACCT	4133	Accounting Information System	3
ACCT	4173	Auditing	3
ACCT	4303	International Accounting	3
		Upper-level Accounting elective	3

<sup>1</sup> The prerequisites for ACCT 3103 *Intermediate Accounting I* are ACCT 2123 *Financial Accounting* and ACCT 2133 *Managerial Accounting*.

<sup>2</sup> The prerequisite for ACCT 3923 is GBUS 2903 *Legal Environment of Business (or Business Law I)*.

NOTE: If a student wants to sit for the Oklahoma CPA exam, the student also will need:

- A minimum of 150 semester hours of college coursework
- A baccalaureate degree or higher.
- A minimum of 76 upper-level semester hours of coursework
- A minimum of 9 semester hours of upper-level Business coursework.

**Oklahoma State Regents for Higher Education  
NEW PROGRAM REQUEST FORM**

Northwestern Oklahoma State University  
Institution Submitting Proposal

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Degree Designation as on Diploma (Level II)

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Formal Degree Abbreviation (Level I)  
in

Certificate in Personal Finance  
Title of Proposed Degree Program (Level III)

With options (Level IV) in:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Delivery method    Traditional \_\_\_\_\_ Electronic \_\_\_\_\_ Both X \_\_\_\_\_

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CIP Code \_\_\_\_\_

Suggested Instructional Program Code  
\_\_\_\_\_

Academic Unit (e.g. Department, Division, School)      School of Professional Studies

Name of Academic Unit      Division of Business

Name of Program Director      Dr. Steven Palmer

Intended Date of Implementation      Fall 2013

Anticipated Date for Granting First Degrees or Certificates      Spring 2017

Specialty Accrediting Agency (programs)      ACBSP (Baccalaureate)

Name, Title and Information of Contact Person      Dr. Bo Hannaford, Dean,  
School

of Professional Studies, [bshannaford@nwsu.edu](mailto:bshannaford@nwsu.edu), 580-327-8455



Date of Letter of Intent

September 27, 2012

Date of Governing Board Approval \_\_\_\_\_

*Signature of President:* \_\_\_\_\_ *Date:* \_\_\_\_\_

Evaluation Criteria

All actions in the approval of new programs for public institutions are subject to a stipulation regarding the program’s ability to attain specified goals that have been established by the institution and approved by the State Regents. At the conclusion of an appropriate period of time, the program’s performance shall be reviewed on the basis of the specified goals in a manner mutually satisfactory to the sponsoring institution and the State Regents. Final endorsement of the program will depend on demonstrated viability.

Centrality of the Proposed Program to the Institution’s Mission

A program will adhere to the role and scope of the institution as set forth in its mission statement and as complemented by the institution’s academic plan. List the objectives of the proposed program and explain how the proposed program relates to the institutional mission and academic plan. An evaluation will be made as to the centrality of the program to the institution’s mission. (State Regents’ Policy 3.4.6.A)

*(Institution’s response/rationale should follow each criteria, A through I of this policy; (Size of box provided is NOT an indicator of the length of response expected; please include as much information as needed to thoroughly address each standard.)*

Northwestern Oklahoma State University’s Mission Statement states that the university provides quality educational opportunities to those with diverse needs by cultivating ethical leadership and service, critical thinking and fiscal responsibility. In addition, Northwestern is part of the Complete College America initiative and is committed to Governor Fallin’s agenda which calls for colleges and universities to increase the number of certificate and degree holders across the State of Oklahoma. As part of Northwestern’s Degree Completion Plan, specifically number 3, “Build Bridges to Certificates and Degrees” strategy number 1 reads, “Northwestern will develop certificates within its Division of Business.” The Personal Finance certificate is an integral part of this strategy and strongly supports the University’s Mission Statement.

Curriculum

The curriculum should be structured to meet the stated objectives of the program. Explain how the curriculum achieves the objectives of the program by describing the relationship between the overall curriculum or the major curricular components and the program objectives. (State Regents’ Policy 3.4.6.B)

The primary objective of the certificate program is to offer a specialty certificate for people who have a bachelor’s degree in another area of concentration or to current students who are interested in gaining additional credentials, or to high school graduates who need the specialty coursework for their career goals.

The proposed program must meet the State Regents’ minimum curricular standards including the total credit hour requirements for program completion, liberal arts and sciences, general education, and area of specialization credit hour requirements (refer to 3.15 Undergraduate Degree Requirements). Additionally, the curriculum should be compatible with accreditation or certification standards, where applicable. Any clinical, practicum, field work, thesis, or dissertation requirements should be included in the proposal.

Provide the following information for the program and for each option (some categories may not apply to all programs):

Total number of hours required for degree:	_____ 30 _____
Number of hours in general education:	_____ 0 _____
Number of hours in degree program core:	_____ 30 _____
Number of hours in option:	_____ 0 _____
Number of hours in guided electives:	_____ 0 _____
Number of hours in general electives:	_____ 0 _____

**For AAS Degrees:**

Total number of hours required for degree:	_____
Number of hours in general education:	_____
Number of hours in technical specialty:	_____
Number of hours in technical support courses:	_____
Number of hours in technical related coursework	_____

Describe how the proposed program will articulate with related programs in the state. It should describe the extent to which student transfer has been explored and coordinated with other institutions.

The courses in the certificate program are standard academic courses offered as part of NWOSU bachelor programs, the classes will transfer to other academic programs in the same manner as if the classes were taken as part of the BBA program.

**Specific curricular information.** List courses under the appropriate curricular headings and asterisk new courses. In the curriculum description, indicate the total number of new courses and how development will be funded.

### CERTIFICATE IN PERSONAL FINANCE

ACCT 2003	Survey of Accounting <sup>1</sup>	3
ECON 2103	Survey of Economics <sup>2</sup>	3
FIN 1113	Personal Finance	3
GBUS 2013	Business Math	3
FIN 3013	Survey of Finance <sup>3</sup>	3
ACCT 3133	Individual Income Tax	3
FIN 4213	Real Estate	3
FIN 4323	Investments	3
FIN 4433	Business Risk Management and Insurance	3
FIN 4480	Special Topics <sup>4</sup>	3

<sup>1</sup> This requirement can also be met by the student taking ACCT 2123 Financial Accounting AND ACCT 2133 Managerial Accounting

<sup>2</sup> This requirement can also be met by the student taking ECON2113 Principles of Macroeconomics AND ECON 2123 Principles of Microeconomics.

<sup>3</sup> This requirement may also be met by the student taking FIN 3163 Business Finance.

<sup>4</sup> The special topics class will cover current issues involving personal finance.

**Oklahoma State Regents for Higher Education  
NEW PROGRAM REQUEST FORM**

Northwestern Oklahoma State University  
Institution Submitting Proposal

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Degree Designation as on Diploma (Level II)

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Formal Degree Abbreviation (Level I)

in

Certificate in Human Resources Management  
Title of Proposed Degree Program (Level III)

With options (Level IV) in:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Delivery method    Traditional \_\_\_\_\_ Electronic \_\_\_\_\_ Both X \_\_\_\_\_

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CIP Code \_\_\_\_\_

Suggested Instructional Program Code  
\_\_\_\_\_

Academic Unit (e.g. Department, Division, School)      School of Professional Studies

Name of Academic Unit      Division of Business

Name of Program Director      Dr. Steven Palmer

Intended Date of Implementation      Fall 2013

Anticipated Date for Granting First Degrees or Certificates      Spring 2017

Specialty Accrediting Agency (programs)      ACBSP (Baccalaureate)

Name, Title and Information of Contact Person      Dr. Bo Hannaford, Dean,  
School

of Professional Studies, [bshannaford@nwsu.edu](mailto:bshannaford@nwsu.edu), 580-327-8455

Date of Letter of Intent

September 27, 2012

Date of Governing Board Approval \_\_\_\_\_

*Signature of President:* \_\_\_\_\_ *Date:* \_\_\_\_\_

Evaluation Criteria

All actions in the approval of new programs for public institutions are subject to a stipulation regarding the program’s ability to attain specified goals that have been established by the institution and approved by the State Regents. At the conclusion of an appropriate period of time, the program’s performance shall be reviewed on the basis of the specified goals in a manner mutually satisfactory to the sponsoring institution and the State Regents. Final endorsement of the program will depend on demonstrated viability.

Centrality of the Proposed Program to the Institution’s Mission

A program will adhere to the role and scope of the institution as set forth in its mission statement and as complemented by the institution’s academic plan. List the objectives of the proposed program and explain how the proposed program relates to the institutional mission and academic plan. An evaluation will be made as to the centrality of the program to the institution’s mission. (State Regents’ Policy 3.4.6.A)

*(Institution’s response/rationale should follow each criteria, A through I of this policy; (Size of box provided is NOT an indicator of the length of response expected; please include as much information as needed to thoroughly address each standard.)*

Northwestern Oklahoma State University’s Mission Statement states that the university provides quality educational opportunities to those with diverse needs by cultivating ethical leadership and service, critical thinking and fiscal responsibility. In addition, Northwestern is part of the Complete College America initiative and is committed to Governor Fallin’s agenda which calls for colleges and universities to increase the number of certificate and degree holders across the State of Oklahoma. As part of Northwestern’s Degree Completion Plan, specifically number 3, “Build Bridges to Certificates and Degrees” strategy number 1 reads, “Northwestern will develop certificates within its Division of Business.” The Human Resource Management certificate is an integral part of this strategy and strongly supports the University’s Mission Statement.

Curriculum

The curriculum should be structured to meet the stated objectives of the program. Explain how the curriculum achieves the objectives of the program by describing the relationship between the overall curriculum or the major curricular components and the program objectives. (State Regents’ Policy 3.4.6.B)

The primary objective of the certificate program is to offer a specialty certificate for people who have a bachelor’s degree in another area of concentration or to current students who are interested in gaining additional credentials, or to high school graduates who need the specialty coursework for their career goals.

The proposed program must meet the State Regents’ minimum curricular standards including the total credit hour requirements for program completion, liberal arts and sciences, general education, and area of specialization credit hour requirements (refer to 3.15 Undergraduate Degree Requirements). Additionally, the curriculum should be compatible with accreditation or certification standards, where applicable. Any clinical, practicum, field work, thesis, or dissertation requirements should be included in the proposal.

Provide the following information for the program and for each option (some categories may not apply to all programs):

Total number of hours required for degree:	30
Number of hours in general education:	0
Number of hours in degree program core:	30
Number of hours in option:	0
Number of hours in guided electives:	0
Number of hours in general electives:	0

**For AAS Degrees:**

Total number of hours required for degree:	
Number of hours in general education:	
Number of hours in technical specialty:	
Number of hours in technical support courses:	
Number of hours in technical related coursework	

Describe how the proposed program will articulate with related programs in the state. It should describe the extent to which student transfer has been explored and coordinated with other institutions.

The courses in the certificate program are standard academic courses offered as part of NWOSU bachelor programs, the classes will transfer to other academic programs in the same manner as if the classes were taken as part of the BBA program.

**Specific curricular information.** List courses under the appropriate curricular headings and asterisk new courses. In the curriculum description, indicate the total number of new courses and how development will be funded.

### CERTIFICATE IN HUMAN RESOURCES MANAGEMENT

ACCT 2003	Survey of Accounting <sup>1</sup>	3
ECON 2103	Survey of Economics <sup>2</sup>	3
FIN 1113	Personal Finance	3
GBUS 2013	Business Math	3
GBUS 2903	Legal Environment of Business	3
GBUS 4953	Employment Law	3
MGMT 3063	Principles of Management	3
MGMT 3433	Organizational Behavior	3
MGMT 4333	Human Resource Management	3
MGMT 4223	Compensation Management*	3

<sup>1</sup> This requirement can also be met by the student taking ACCT 2123 Financial Accounting AND ACCT 2133 Managerial Accounting

<sup>2</sup> This requirement can also be met by the student taking ECON2113 Principles of Macroeconomics AND ECON 2123 Principles of Microeconomics.

\* Although this will technically be a new class, Compensation Management has been taught twice in the past three years as a Special Topics class.

**Oklahoma State Regents for Higher Education  
NEW PROGRAM REQUEST FORM**

Northwestern Oklahoma State University  
Institution Submitting Proposal

---

Degree Designation as on Diploma (Level II)

---

Formal Degree Abbreviation (Level I)  
in

Certificate in Entrepreneurial Studies  
Title of Proposed Degree Program (Level III)

With options (Level IV) in:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Delivery method    Traditional \_\_\_\_\_ Electronic \_\_\_\_\_ Both X \_\_\_\_\_

---

CIP Code \_\_\_\_\_

Suggested Instructional Program Code  
\_\_\_\_\_

Academic Unit (e.g. Department, Division, School)      School of Professional Studies

Name of Academic Unit      Division of Business

Name of Program Director      Dr. Steven Palmer

Intended Date of Implementation      Fall 2013

Anticipated Date for Granting First Degrees or Certificates      Spring 2017

Specialty Accrediting Agency (programs)      ACBSP (Baccalaureate programs)

Name, Title and Information of Contact Person      Dr. Bo Hannaford, Dean,  
School

of Professional Studies, [bshannaford@nwsu.edu](mailto:bshannaford@nwsu.edu), 580-327-8455



Date of Letter of Intent

September 27, 2012

Date of Governing Board Approval \_\_\_\_\_

*Signature of President:* \_\_\_\_\_ *Date:* \_\_\_\_\_

**Evaluation Criteria**

All actions in the approval of new programs for public institutions are subject to a stipulation regarding the program’s ability to attain specified goals that have been established by the institution and approved by the State Regents. At the conclusion of an appropriate period of time, the program’s performance shall be reviewed on the basis of the specified goals in a manner mutually satisfactory to the sponsoring institution and the State Regents. Final endorsement of the program will depend on demonstrated viability.

**Centrality of the Proposed Program to the Institution’s Mission**

A program will adhere to the role and scope of the institution as set forth in its mission statement and as complemented by the institution’s academic plan. List the objectives of the proposed program and explain how the proposed program relates to the institutional mission and academic plan. An evaluation will be made as to the centrality of the program to the institution’s mission. (State Regents’ Policy 3.4.6.A)

*(Institution’s response/rationale should follow each criteria, A through I of this policy; (Size of box provided is NOT an indicator of the length of response expected; please include as much information as needed to thoroughly address each standard.)*

Northwestern Oklahoma State University’s Mission Statement states that the university provides quality educational opportunities to those with diverse needs by cultivating ethical leadership and service, critical thinking and fiscal responsibility. In addition, Northwestern is part of the Complete College America initiative and is committed to Governor Fallin’s agenda which calls for colleges and universities to increase the number of certificate and degree holders across the State of Oklahoma. As part of Northwestern’s Degree Completion Plan, specifically number 3, “Build Bridges to Certificates and Degrees” strategy number 1 reads, “Northwestern will develop certificates within its Division of Business.” The Entrepreneurial Studies certificate is an integral part of this strategy and strongly supports the University’s Mission Statement.

**Curriculum**

The curriculum should be structured to meet the stated objectives of the program. Explain how the curriculum achieves the objectives of the program by describing the relationship between the overall curriculum or the major curricular components and the program objectives. (State Regents’ Policy 3.4.6.B)

The primary objective of the certificate program is to offer a specialty certificate for people who have a bachelor’s degree in another area of concentration or to current students who are interested in gaining additional credentials, or to high school graduates who need the specialty coursework for their career goals.

The proposed program must meet the State Regents’ minimum curricular standards including the total credit hour requirements for program completion, liberal arts and sciences, general education, and area of specialization credit hour requirements (refer to 3.15 Undergraduate Degree Requirements).

Additionally, the curriculum should be compatible with accreditation or certification standards, where applicable. Any clinical, practicum, field work, thesis, or dissertation requirements should be included in the proposal.

Provide the following information for the program and for each option (some categories may not apply to all programs):

Total number of hours required for degree:	30
Number of hours in general education:	0
Number of hours in degree program core:	30
Number of hours in option:	0
Number of hours in guided electives:	0
Number of hours in general electives:	0

**For AAS Degrees:**

Total number of hours required for degree:	_____
Number of hours in general education:	_____
Number of hours in technical specialty:	_____
Number of hours in technical support courses:	_____
Number of hours in technical related coursework	_____

Describe how the proposed program will articulate with related programs in the state. It should describe the extent to which student transfer has been explored and coordinated with other institutions.

The courses in the certificate program are standard academic courses offered as part of NWOSU bachelor programs, the classes will transfer to other academic programs in the same manner as if the classes were taken as part of the BBA program.

**Specific curricular information.** List courses under the appropriate curricular headings and asterisk new courses. In the curriculum description, indicate the total number of new courses and how development will be funded.

### CERTIFICATE IN ENTREPRENEURIAL STUDIES

ACCT 2003	Survey of Accounting <sup>1</sup>	3
ECON 2103	Survey of Economics <sup>2</sup>	3
FIN 1113	Personal Finance	3
GBUS 2013	Business Math	3
FIN 3013	Survey of Finance <sup>3</sup>	3
GBUS 3613	Principles of Entrepreneurship	3
GBUS 4313	Advanced Entrepreneurship	3
GBUS 4423	Entrepreneurship Seminar	3
MGMT 4213	Small Business Management	3
MRKT 3043	Principles of Marketing	3

<sup>1</sup> This requirement can also be met by the student taking ACCT 2123 Financial Accounting AND ACCT 2133 Managerial Accounting

<sup>2</sup> This requirement can also be met by the student taking ECON2113 Principles of Macroeconomics AND ECON 2123 Principles of Microeconomics.

<sup>3</sup> This requirement may also be met by the student taking FIN 3163 Business Finance.

**Request for Program Modification**

*Oklahoma State Regents for Higher Education*

Institution submitting request: **Northwestern Oklahoma State University**

Contact person: **Dr. Bo Hannaford**

Title: **Dean, School of Professional Studies**

Phone number: **580.327.8455**

Current title of degree program (Level II): **Certificate**

Current title of degree program (Level III): **Human Resources Management**

State Regent's three-digit program code: **069**

Degree Granting Academic Unit: **Division of Business**

With approved options in: A. \_\_\_\_\_  
B. \_\_\_\_\_  
C. \_\_\_\_\_  
D. \_\_\_\_\_  
E. \_\_\_\_\_

**TYPE OF REQUEST:** Check all appropriate types of changes and complete ONLY the appropriate pages.

- (1) Program Deletion
- (2) Program Suspension
- (3) Change of Program Name  
and/or Degree Designation
- (4) Option Addition
- (5) Option Deletion
- (6) Option Name Change
- (7) Program Requirement Change
- (8) Other Degree Program Modification

***Complete and return ONLY this cover sheet AND the appropriate page(s) specifying the requested modification!***

***NOTE: Information not included in the requested modification may cause a***

**Signature of President:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**(8) Other Degree Program Modification**

approval: \_\_\_\_\_

(continued)

Institution submitting request: **NORTHWESTERN OKLAHOMA STATE UNIVERSITY**

Program name and State Regents' three-digit program code of program to be modified:

**Human Resources Management Certificate 069**

**(8) OTHER DEGREE PROGRAM MODIFICATION**

**NOTE: Information not included on the requested action may cause a delay in processing.**

Requested action: **Course number change for MGMT 4223 to MGMT 3413**

Reason for requested action (attach no more than one page if space provided is inadequate):

**To correct the number assigned to the Compensation Management course.**

Will requested change require additional funds?  No  Yes

*If yes, please specify the amount of the additional costs, the source of the funds, and how they will be expended (if explanation exceeds space provided, attach no more than one page).*

Will requested action change curriculum?  No  Yes

*If yes, provide the current and proposed curriculum degree program requirements and degree program objectives (on no more than three pages). **Indicate the changes clearly. Note any courses deleted from the course inventory. Asterisk any courses new to the course inventory.***

Please list the current curriculum requirements in the left column and the proposed curriculum requirements in the right column.

Current Curriculum				Proposed Curriculum			
ACCT	2003	Survey of Accounting	3	ACCT	2003	Survey of Accounting	3
ECON	2103	Survey of Economics	3	ECON	2103	Survey of Economics	3
FIN	1113	Personal Finance	3	FIN	1113	Personal Finance	3
GBUS	2013	Business Math	3	GBUS	2013	Business Math	3
GBUS	2903	Legal Environ/Bus	3	GBUS	2903	Legal Environ/Bus	3
GBUS	4953	Employment Law	3	GBUS	4953	Employment Law	3
MGMT	3063	Prin of Management	3	MGMT	3063	Prin of Management	3
MGMT	3433	Organizational Mgmt	3	MGMT	<b>3413</b>	Compensation Mgmt	3
MGMT	4333	Human Res Mgmt	3	MGMT	3433	Organizational Mgmt	3
MGMT	<b>4223</b>	Compensation Mgmt	3	MGMT	4333	Human Res Mgmt	3
		Total Hours	30			Total Hours	30

**Request for Program Modification**

*Oklahoma State Regents for Higher Education*

Institution submitting request: **Northwestern Oklahoma State University**

Contact person: **Dr. Bo Hannaford**

Title: **Dean, School of Professional Studies**

Phone number: **580.327.8455**

Current title of degree program (Level II): **Certificate**

Current title of degree program (Level III): **Personal Financial Planning**

State Regent's three-digit program code: **071**

Degree Granting Academic Unit: **Division of Business**

With approved options in: A. \_\_\_\_\_  
B. \_\_\_\_\_  
C. \_\_\_\_\_  
D. \_\_\_\_\_  
E. \_\_\_\_\_

**TYPE OF REQUEST:** Check all appropriate types of changes and complete ONLY the appropriate pages.

- (1) Program Deletion
- (2) Program Suspension
- (3) Change of Program Name  
and/or Degree Designation
- (4) Option Addition
- (5) Option Deletion
- (6) Option Name Change
- (7) Program Requirement Change
- (8) Other Degree Program Modification

***Complete and return ONLY this cover sheet AND the appropriate page(s) specifying the requested modification!***

***NOTE: Information not included in the requested modification may cause a***

**Signature of President:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Date of Governing Board Approval:** \_\_\_\_\_

**(7) Program Requirement Change**

**REQUEST FOR PROGRAM MODIFICATION  
(continued)**

Institution submitting request: **Northwestern Oklahoma State University**

Program name and State Regents' three-digit program code to be modified:

**Certificate in Personal Financial Planning 071**

**(7) PROGRAM REQUIREMENT CHANGES**

**NOTE: Information not included on the requested action may cause a delay in processing.**

Course requirement change (change in number of core courses, electives, general education, etc. Changes in course prefixes that do not effect content should be reported, but do not require approval.)

Degree program requirement change (i.e. prerequisites, minimum GPA for admission or other admission criteria changes, graduation criteria change, etc.)

Total credit hours for the degree will **NOT** change.

Total credit hours for the degree **WILL** change from \_\_\_\_\_ to \_\_\_\_\_.

Explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Summary of changes (attach no more than one page if space provided is inadequate, as well as the form showing the current and proposed curriculum):

**Removing and replacing four courses with more appropriate courses.**

Number of new courses being added to course inventory: **4**

Number of courses being deleted from course inventory: **0**

Reason for requested action (attach no more than one page if space provided is inadequate):

**The changes in the curriculum for this certificate program align more closely with the recommended curriculum by agency that accredits personal financial planning programs.**

Will requested change require additional funds from the State Regents?  No  Yes

*If yes, please specify the number of the additional costs, the source of the funds, and how they will be expended (attach no more than one page if space provided is inadequate).*

*Attach current and proposed degree program requirements and degree program objectives (on no more than three pages). **Indicate the changes clearly. Note any courses deleted from the course inventory. Asterisk any courses new to the course inventory.***

Please list the current curriculum requirements in the left column and the proposed curriculum requirements in the right column.

Current Curriculum	Proposed Curriculum
<b>CERTIFICATE IN PERSONAL FINANCIAL PLANNING</b>	<b>CERTIFICATE IN PERSONAL FINANCIAL PLANNING</b>
ACCT 2003 Survey of Accounting <sup>1</sup> 3	ACCT 2003 Survey of Accounting <sup>1</sup> 3
ECON 2103 Survey of Economics <sup>2</sup> 3	ECON 2103 Survey of Economics <sup>2</sup> 3
FIN 1113 Personal Finance 3	FIN 1113 Personal Finance 3
GBUS 2013 Business Math 3	<del>GBUS 2013 Business Math 3</del>
FIN 3013 Survey of Finance <sup>3</sup> 3	FIN 3013 Survey of Finance <sup>3</sup> 3
ACCT 3133 Individual Income Tax 3	<del>ACCT 3133 Individual Income Tax 3</del>
FIN 4213 Real Estate 3	*ACCT 3213 Income Tax for Financial Planning <sup>4</sup> 3
FIN 4323 Investments 3	<del>FIN 4213 Real Estate 3</del>
FIN 4433 Business Risk Management and Insurance 3	FIN 4323 Investments 3
FIN 4480 Special Topics <sup>4</sup> 3	<del>FIN 4433 MGMT 4413 Business Risk Management and Insurance 3</del>
Total Hours 30	*FIN 4233 Retirement Planning 3
	*GBUS 4973 Estate Planning 3
	*FIN 4453 Financial Planning Capstone 3
	<del>FIN 4480 Special Topics<sup>4</sup> 3</del>
	<b>Total Hours 30</b>
<sup>1</sup> This requirement can also be met by the student taking ACCT 2123 Financial Accounting AND ACCT 2133 Managerial Accounting	<sup>1</sup> This requirement can also be met by the student taking ACCT 2123 Financial Accounting AND ACCT 2133 Managerial Accounting
<sup>2</sup> This requirement can also be met by the student taking ECON2113 Principles of Macroeconomics AND ECON 2123 Principles of Microeconomics.	<sup>2</sup> This requirement can also be met by the student taking ECON 2113 Principles of Macroeconomics AND ECON 2123 Principles of Microeconomics.
<sup>3</sup> This requirement may also be met by the student taking FIN 3163 Business Finance.	<sup>3</sup> This requirement may also be met by the student taking FIN 3163 Business Finance.
<sup>4</sup> This requirement can also be met by the student taking ACCT 3133 Individual Income Tax AND ACCT 3143 Business Income Tax.	<sup>4</sup> This requirement can also be met by the student taking ACCT 3133 Individual Income Tax AND ACCT 3143 Business Income Tax.
	Departmental change for Business Risk Management and Insurance from <del>FIN 4433</del> to <del>MGMT 4413</del> . Course content did not change (just department & course number).



**Request for Program Modification**

*Oklahoma State Regents for Higher Education*

Institution submitting request: **Northwestern Oklahoma State University**

Contact person: **Dr. Bo Hannaford**

Title: **Dean, School of Professional Studies**

Phone number: **580.327.8455**

Current title of degree program (Level II): **Certificate**

Current title of degree program (Level III): **Entrepreneurial Studies**

State Regent's three-digit program code: **070**

Degree Granting Academic Unit: **Division of Business**

With approved options in: A. \_\_\_\_\_  
B. \_\_\_\_\_  
C. \_\_\_\_\_  
D. \_\_\_\_\_  
E. \_\_\_\_\_

**TYPE OF REQUEST:** Check all appropriate types of changes and complete **ONLY** the appropriate pages.

- (1) Program Deletion
- (2) Program Suspension
- (3) Change of Program Name  
and/or Degree Designation
- (4) Option Addition
- (5) Option Deletion
- (6) Option Name Change
- (7) Program Requirement Change
- (8) Other Degree Program Modification

***Complete and return ONLY this cover sheet AND the appropriate page(s) specifying the requested modification!***

***NOTE: Information not included in the requested modification may cause a***

**Signature of President:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Date of Governing Board Approval:** \_\_\_\_\_

**(7) Program Requirement Change**

Revised June 2014

*Oklahoma State Regents for Higher Education*  
**REQUEST FOR PROGRAM MODIFICATION**  
(continued)

Institution submitting request: **Northwestern Oklahoma State University**

Program name and State Regents' three-digit program code to be modified:

**Entrepreneurial Studies Certificate 070**

**(7) PROGRAM REQUIREMENT CHANGES**

**NOTE: Information not included on the requested action may cause a delay in processing.**

Course requirement change (change in number of core courses, electives, general education, etc. Changes in course prefixes that do not effect content should be reported, but do not require approval.)

Degree program requirement change (i.e. prerequisites, minimum GPA for admission or other admission criteria changes, graduation criteria change, etc.)

Total credit hours for the degree will **NOT** change.

Total credit hours for the degree **WILL** change from \_\_\_\_\_ to \_\_\_\_\_.

Explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Summary of changes (attach no more than one page if space provided is inadequate, as well as the form showing the current and proposed curriculum):

See summary of changes in curriculum changes.

Number of new courses being added to course inventory: 0

Number of courses being deleted from course inventory: 0

Reason for requested action (attach no more than one page if space provided is inadequate):

The proposed changes will provide students (majors and non-majors) with additional opportunity to improve credentials without increasing costs to the student or university.

Will requested change require additional funds from the State Regents?  No  Yes

*If yes, please specify the number of the additional costs, the source of the funds, and how they will be expended (attach no more than one page if space provided is inadequate).*

*Attach current and proposed degree program requirements and degree program objectives (on no more than three pages). **Indicate the changes clearly. Note any courses deleted from the course inventory. Asterisk any courses new to the course inventory.***

Please list the current curriculum requirements in the left column and the proposed curriculum requirements in the right column.

Current Curriculum				Proposed Curriculum			
ACCT	2003	Survey of Accounting	3	<u>For Non-Business Majors:</u>			
ECON	2103	Survey of Economics	3	ACCT	2003	Survey of Accounting	3
FIN	1113	Personal Finance	3	ECON	2103	Survey of Economics	3
GBUS	2013	Business Math	3	FIN	1113	Personal Finance	3
FIN	3013	Survey of Finance	3	FIN	3013	Survey of Finance	3
GBUS	3613	Prin of Entrepreneurship	3	GBUS	3613	Prin of Entrepreneurship	3
GBUS	4313	Adv Entrepreneurship	3	GBUS	4423	Entrepreneurship Seminar	3
GBUS	4423	Entrepreneurship Seminar	3	<b>MATH 1313</b>	<b>Statistics OR</b>		
MGMT	4213	Small Business Mgmt	3	<b>MATH 1513</b>	<b>College Algebra</b>		<b>3</b>
MRKT	3043	Principles of Marketing	3	<b>MGMT 3063</b>	<b>Prin of Management</b>		<b>3</b>
		TOTAL HOURS	30	MGMT	4213	Small Business Mgmt	3
				<b>Upper Level Business Elective</b>			<b>3</b>
						TOTAL HOURS	30
				<u>For Business Majors:</u>			
Removing from Non-Business Majors:				FIN	1113	Personal Finance	3
GBUS 2013 Business Math				<b>GBUS 2033</b>	<b>Leadership in Business</b>		<b>3</b>
GBUS 4313 Advanced Entrepreneurship				<b>MATH 1313</b>	<b>Statistics</b>		<b>3</b>
MRKT 3043 Principles of Marketing				<b>GBUS 3513</b>	<b>International Business</b>		
				<i>or</i>			
Removing from Business Majors:				<b>MRKT 4113</b>	<b>International Marketing</b>		<b>3</b>
ACCT 2003 Survey of Accounting				GBUS	3613	Prin of Entrepreneurship	3
ECON 2103 Survey of Economics				GBUS	4423	Entrepreneurship Seminar	3
GBUS 2013 Business Math				<b>MGMT 3103</b>	<b>Management Controls</b>		<b>3</b>
GBUS 4313 Advanced Entrepreneurship				MGMT	4213	Small Business Mgmt	3
MRKT 3043 Principles of Marketing				<b>Entrepreneurship electives</b>			<b>6</b>
						TOTAL HOURS	30
				Entrepreneurship electives chosen from:			
				GBUS 4313 Advanced Entrepreneurship			
				GBUS 4423 Entrepreneurship Seminar (can enroll in 2 times)			
				GBUS 4363 Business Start-up			
				GBUS 4453 Franchising			
				MGMT 4333 Human Resource Management			
				FIN 3153 Entrepreneurship Finance			
				ACCT 3153 Cost Accounting I			
				Internship (ACCT,MGMT,MRKT,GBUS 4703)			

**Certificate - New Program Request Form**  
 (created for abbreviated approval process for certificate  
 coursework existing within an approved program)

*Oklahoma State Regents for Higher Education*

**NORTHWESTERN OKLAHOMA STATE UNIVERSITY**  
 Institution Submitting Proposal

**BUSINESS**

Title of Proposed Embedded Certificate

**BUSINESS ADMINISTRATION 007**

Title of Existing Program and State Regents' Program Code

**ALL SITES AND ONLINE**

Location (where the program will be offered)

**COMBINED**

Method of Delivery (i.e., on-site/electronic media/combined)

CIP Code	52.0201
Program Code for embedded certificate	078
Academic Unit (e.g. Department, Division, School)	School of Professional Studies
Name of Academic Unit	Division of Business
Name of Program Director	Dr. Steven Palmer
Intended Date of Implementation	Fall 2015
Anticipated Date for Granting First Embedded Certificates	Spring 2016
Specialty Accrediting Agency	ACBSP (Baccalaureate programs)
Name and Title of Contact Person	Dr. Bo Hannaford, Dean, SPS

Date of Governing Board Approval \_\_\_\_\_

*Signature of President:* \_\_\_\_\_ *Date:* \_\_\_\_\_

**Evaluation Criteria for Embedded Certificate Programs in Existing Approved Degree Programs**

**Curriculum**

For an embedded certificate, the curriculum should be components of the main approved degree program, and comply with any accreditation or certification standards; the proposal must describe how it is embedded and articulates with the related main approved degree program at the institution. A list of the proposed curriculum must be included with the proposal.

<b>CERTIFICATE IN BUSINESS (30 hrs)</b> <b>(non-Business majors)</b>			
ACCT 2003	Survey of Accounting		3
ECON 2103	Survey of Economics		3
FIN 1113	Personal Finance		3
FIN 3013	Survey of Finance		3
GBUS 2033	Leadership in Business		3
GBUS 2903	Legal Environment of Business		3
MATH 1313	Statistics		3
MGMT 3063	Principles of Management		3
MRKT 3043	Principles of Marketing		3
	Upper-level Business elective*		3
	<b>TOTAL HOURS</b>		<b>30</b>

\*Any upper-level course with the prefix ACCT, ECON, GBUS, FIN, MGMT, MIS or MRKT applies.

**Faculty**

Faculty resources are assumed to be adequate and appropriate for the proposed embedded certificate based on the main approved degree program offering. If significant differences will exist in faculty resources, please specify.

<input checked="" type="checkbox"/> No Differences  <input type="checkbox"/> Differences: (Specify)
---

**Support Resources**

Appropriate and adequate support resources are assumed for the proposed embedded certificate based on the main approved degree program offering. If significant differences will exist, please specify.

<input checked="" type="checkbox"/> No Differences  <input type="checkbox"/> Differences: (Specify)
---

**Demand for the Program**

Proposed embedded certificate programs must respond to the needs of the larger economic and social environment. Thus, the institution must demonstrate demand for the proposed embedded certificate.

1. Student Demand: Evidence of student demand, normally in the form of surveys of potential students and/or enrollments in related program(s) at the institution, should be adequate to expect a reasonable level of productivity.

Describe: Non-business majors seeking to improve their resume can easily enhance their credentials by taking a few additional hours while earning their minor in business. The certificate also supports Governor Mary Fallin’s Complete College initiative.

2. Employer Demand: Evidence of sufficient employer demand, normally in the form of anticipated openings in an appropriate service area in relation to existing production of completers for that area should be provided. Such evidence may include employer surveys, current labor market analyses, and future manpower projections. Where appropriate, evidence should demonstrate employers’ preferences for graduates of the proposed embedded certificate over persons having alternative existing credentials and employers’ willingness to pay higher salaries to graduates of the proposed certificate.

Describe: Job opportunities in northwest Oklahoma remain plentiful and students with business credentials have a better opportunity of securing employment.

**Cost and Funding of the Proposed Program**

The resource requirements and planned sources of funding of the proposed embedded certificate are assumed to be sufficient based on the main approved program offering. If significant funding issues exist for the proposed embedded certificate, please specify and identify sources of funding.

<input checked="" type="checkbox"/> No Differences  <input type="checkbox"/> Differences: (Specify)
---

**Program Review and Assessment**

Program review procedures shall include standards and guidelines for the assessment of student outcomes implied by the embedded certificate program objectives and consistent with the institutional mission, and will be submitted as a component of the routine five-year program review for the main approved degree program.

**Electronically Delivered and Traditional Off-Campus Delivery Methodologies (if applicable)**

If the proposed embedded certificate will be offered electronically and the main approved degree program has not been approved for offering through an electronic methodology, the embedded certificate must meet the policy requirements in 3.16.10 Electronic Media Program Approval Procedures.

<input type="checkbox"/> Program will NOT be delivered online  If requesting online delivery:  <input checked="" type="checkbox"/> Institution is already approved for Electronic and Online Delivery  <input checked="" type="checkbox"/> Existing program is already approved for Electronic and Online Delivery  <input type="checkbox"/> Institution NOT approved for Electronic and Online Delivery  <input type="checkbox"/> Program-specific request for online delivery attached
--

**Embedded Certificate - New Program Request Form**  
(created for abbreviated approval process for certificate  
coursework existing within an approved program)

*Oklahoma State Regents for Higher Education*

**NORTHWESTERN OKLAHOMA STATE UNIVERSITY**  
Institution Submitting Proposal

**MARKETING**

Title of Proposed Embedded Certificate

**BUSINESS ADMINISTRATION 007**

Title of Existing Program and State Regents' Program Code

**ALL SITES AND ONLINE**

Location (where the program will be offered)

**COMBINED**

Method of Delivery (i.e., on-site/electronic media/combined)

---

CIP Code	52.0201
Program Code for embedded certificate	076
Academic Unit (e.g. Department, Division, School)	School of Professional Studies
Name of Academic Unit	Division of Business
Name of Program Director	Dr. Steven Palmer
Intended Date of Implementation	Fall 2015
Anticipated Date for Granting First Embedded Certificates	Spring 2016
Specialty Accrediting Agency	ACBSP (Baccalaureate programs)
Name and Title of Contact Person	Dr. Bo Hannaford, Dean, SPS

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Date of Governing Board Approval \_\_\_\_\_

*Signature of President:* \_\_\_\_\_ *Date:* \_\_\_\_\_



**Evaluation Criteria for Embedded Certificate Programs in Existing Approved Degree Programs**

**Curriculum**

For an embedded certificate, the curriculum should be components of the main approved degree program, and comply with any accreditation or certification standards; the proposal must describe how it is embedded and articulates with the related main approved degree program at the institution. A list of the proposed curriculum must be included with the proposal.

<b>CERTIFICATE IN MARKETING (30 hrs)</b>			
<b>(Business majors)</b>			
FIN	1113	Personal Finance	3
MATH	1313	Statistics	3
GBUS	2033	Leadership in Business	3
MRKT	3413	Consumer Behavior	3
MRKT	4043	Sales	3
MRKT	4103	Marketing Management	3
MRKT	4113	International Marketing	3
MRKT	4253	Integrated Marketing Communications	3
		Upper-level Marketing electives*	6
		<b>TOTAL HOURS</b>	<b>30</b>

\*Any upper-level course with the prefix MRKT applies.

All courses included in the certificate program are required courses for business majors seeking a Marketing minor as part of the required general education program and the major field of study.

**Faculty**

Faculty resources are assumed to be adequate and appropriate for the proposed embedded certificate based on the main approved degree program offering. If significant differences will exist in faculty resources, please specify.

<input checked="" type="checkbox"/> No Differences
<input type="checkbox"/> Differences: (Specify)

**Support Resources**

Appropriate and adequate support resources are assumed for the proposed embedded certificate based on the main approved degree program offering. If significant differences will exist, please specify.

<input checked="" type="checkbox"/> No Differences
<input type="checkbox"/> Differences: (Specify)

**Demand for the Program**

Proposed embedded certificate programs must respond to the needs of the larger economic and social environment. Thus, the institution must demonstrate demand for the proposed embedded certificate.

- 3. Student Demand: Evidence of student demand, normally in the form of surveys of potential students and/or enrollments in related program(s) at the institution, should be adequate to expect a reasonable level of productivity.

Describe: Business majors seeking a minor in Marketing now have the opportunity to further enhance their credentials by earning this certificate. In addition, the certificate option further promotes Governor Mary Fallin’s Complete College initiative.

- 4. Employer Demand: Evidence of sufficient employer demand, normally in the form of anticipated openings in an appropriate service area in relation to existing production of completers for that area should be provided. Such evidence may include employer surveys, current labor market analyses, and future manpower projections. Where appropriate, evidence should demonstrate employers’ preferences for graduates of the proposed embedded certificate over persons having alternative existing credentials and employers’ willingness to pay higher salaries to graduates of the proposed certificate.

Describe: Northwest Oklahoma has numerous job openings and students with additional business credentials have increased opportunities to earn a lucrative paying position. Community advisory boards have expressed a strong desire to hire graduates with at least a bachelor’s degree.

**Cost and Funding of the Proposed Program**

The resource requirements and planned sources of funding of the proposed embedded certificate are assumed to be sufficient based on the main approved program offering. If significant funding issues exist for the proposed embedded certificate, please specify and identify sources of funding.

No Differences  
 Differences: (Specify)

**Program Review and Assessment**

Program review procedures shall include standards and guidelines for the assessment of student outcomes implied by the embedded certificate program objectives and consistent with the institutional mission, and will be submitted as a component of the routine five-year program review for the main approved degree program.

**Electronically Delivered and Traditional Off-Campus Delivery Methodologies (if applicable)**

If the proposed embedded certificate will be offered electronically and the main approved degree program has not been approved for offering through an electronic methodology, the embedded certificate must meet the policy requirements in 3.16.10 Electronic Media Program Approval Procedures.

Program will NOT be delivered online

If requesting online delivery:

Institution is already approved for Electronic and Online Delivery

Existing program is already approved for Electronic and Online Delivery

Institution NOT approved for Electronic and Online Delivery

Program-specific request for online delivery attached

**Embedded Certificate - New Program Request Form**  
 (created for abbreviated approval process for certificate  
 coursework existing within an approved program)

*Oklahoma State Regents for Higher Education*

**NORTHWESTERN OKLAHOMA STATE UNIVERSITY**  
 Institution Submitting Proposal

**MANAGEMENT**

Title of Proposed Embedded Certificate

**BUSINESS ADMINISTRATION 007**

Title of Existing Program and State Regents' Program Code

**ALL SITES AND ONLINE**

Location (where the program will be offered)

**COMBINED**

Method of Delivery (i.e., on-site/electronic media/combined)

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CIP Code	52.0201
Program Code for embedded certificate	077
Academic Unit (e.g. Department, Division, School)	School of Professional Studies
Name of Academic Unit	Division of Business
Name of Program Director	Dr. Steven Palmer
Intended Date of Implementation	Fall 2015
Anticipated Date for Granting First Embedded Certificates	Spring 2016
Specialty Accrediting Agency	ACBSP (Baccalaureate programs)
Name and Title of Contact Person	Dr. Bo Hannaford, Dean, SPS

---

Date of Governing Board Approval \_\_\_\_\_

*Signature of President:* \_\_\_\_\_ *Date:* \_\_\_\_\_

## Evaluation Criteria for Embedded Certificate Programs in Existing Approved Degree Programs

### Curriculum

For an embedded certificate, the curriculum should be components of the main approved degree program, and comply with any accreditation or certification standards; the proposal must describe how it is embedded and articulates with the related main approved degree program at the institution. A list of the proposed curriculum must be included with the proposal.

CERTIFICATE IN MANAGEMENT (30 hrs) (Business majors)			
FIN	1113	Personal Finance	3
MATH	1313	Statistics	3
GBUS	2033	Leadership in Business	3
GBUS	4953	Employment Law	3
GBUS	3513	International Business	3
MGMT	3103	Management Controls	3
MGMT	3433	Organizational Behavior	3
MGMT	4113	Human Resources Management	3
		Upper-level Management elective*	6
		TOTAL HOURS	30

\*Any upper-level course with the prefix MGMT applies.

All courses included in the certificate program are required courses for business majors seeking a Management minor as part of the required general education program and the major field of study.

### Faculty

Faculty resources are assumed to be adequate and appropriate for the proposed embedded certificate based on the main approved degree program offering. If significant differences will exist in faculty resources, please specify.

<input checked="" type="checkbox"/> No Differences
<input type="checkbox"/> Differences: (Specify)

### Support Resources

Appropriate and adequate support resources are assumed for the proposed embedded certificate based on the main approved degree program offering. If significant differences will exist, please specify.

<input checked="" type="checkbox"/> No Differences
<input type="checkbox"/> Differences: (Specify)

### **Demand for the Program**

Proposed embedded certificate programs must respond to the needs of the larger economic and social environment. Thus, the institution must demonstrate demand for the proposed embedded certificate.

5. Student Demand: Evidence of student demand, normally in the form of surveys of potential students and/or enrollments in related program(s) at the institution, should be adequate to expect a reasonable level of productivity.

Describe: Northwestern's Business program supports the highest enrollment among its academic programs. Providing additional certificate programs to Business majors will not only improve graduates' credentials but also make them more employable and more likely to move up in the business environment.

6. Employer Demand: Evidence of sufficient employer demand, normally in the form of anticipated openings in an appropriate service area in relation to existing production of completers for that area should be provided. Such evidence may include employer surveys, current labor market analyses, and future manpower projections. Where appropriate, evidence should demonstrate employers' preferences for graduates of the proposed embedded certificate over persons having alternative existing credentials and employers' willingness to pay higher salaries to graduates of the proposed certificate.

Describe: Northwest Oklahoma is currently experiencing an energy boom and there is a shortage of qualified people to fill beginning management positions in area businesses. Area companies are looking for qualified graduates to fill positions.

### **Cost and Funding of the Proposed Program**

The resource requirements and planned sources of funding of the proposed embedded certificate are assumed to be sufficient based on the main approved program offering. If significant funding issues exist for the proposed embedded certificate, please specify and identify sources of funding.

No Differences

Differences: (Specify)

### **Program Review and Assessment**

Program review procedures shall include standards and guidelines for the assessment of student outcomes implied by the embedded certificate program objectives and consistent with the institutional mission, and will be submitted as a component of the routine five-year program review for the main approved degree program.

**Electronically Delivered and Traditional Off-Campus Delivery Methodologies (if applicable)**

If the proposed embedded certificate will be offered electronically and the main approved degree program has not been approved for offering through an electronic methodology, the embedded certificate must meet the policy requirements in 3.16.10 Electronic Media Program Approval Procedures.

<p><input type="checkbox"/> Program will NOT be delivered online</p> <p>If requesting online delivery:</p> <p><input checked="" type="checkbox"/> Institution is already approved for Electronic and Online Delivery</p> <p><input checked="" type="checkbox"/> Existing program is already approved for Electronic and Online Delivery</p> <p><input type="checkbox"/> Institution NOT approved for Electronic and Online Delivery</p> <p><input type="checkbox"/> Program-specific request for online delivery attached</p>
---

## Request for Program Modification

### *Oklahoma State Regents for Higher Education*

Institution submitting request: Northwestern Oklahoma State University

Contact person: Dr. Bo Hannaford

Title: Vice President for Academic Affairs

Phone number: 580.327.8406

Current title of degree program (Level II): Certificate

Current title of degree program (Level III): Marketing

State Regent's three-digit program code: 076

Degree Granting Academic Unit: School of Professional Studies/Division of Business

With approved options in: A. \_\_\_\_\_

B. \_\_\_\_\_

**TYPE OF REQUEST:** Check all appropriate types of changes and complete ***ONLY*** the appropriate page(s). ***Excluding program deletions and suspensions, to be considered for State Regents' approval, the program must be current in the 5-year program review cycle.*** The Degree Program Review schedule can be found at <http://www.osrhe.edu/oeis/ProductivityReport/RevParams.aspx>

Date of last review for the program 2012

- (1) Program Deletion
- (2) Program Suspension
- (3) Change of Program Name and/or Degree Designation
- (4) Option Addition
- (5) Option Deletion
- (6) Option Name Change
- (7) Program Requirement Change
- (8) Other Degree Program Modification

***Complete and return ONLY this cover sheet AND the appropriate page(s) specifying the requested modification!***

***NOTE: Information not included in the requested modification may cause a delay in processing.***

Signature of President: \_\_\_\_\_ Date: \_\_\_\_\_

Date of Governing Board Approval: \_\_\_\_\_



**(7) Program Requirement Change**

*Oklahoma State Regents for Higher Education*  
**REQUEST FOR PROGRAM MODIFICATION**  
(continued)

Institution submitting request: NORTHWESTERN OKLAHOMA STATE UNIVERSITY

Program name and State Regents' three-digit program code to be modified:

Marketing – Certificate 076

**(7) PROGRAM REQUIREMENT CHANGES**

**NOTE: Information not included on the requested action may cause a delay in processing.**

Course requirement change (change in number of core courses, electives, general education, etc. Changes in course prefixes that do not effect content should be reported, but do not require approval.)

Degree program requirement change (i.e. prerequisites, minimum GPA for admission or other admission criteria changes, graduation criteria change, etc.)

Total credit hours for the degree will **NOT** change.

Total credit hours for the degree **WILL** change from \_\_\_\_\_ to \_\_\_\_\_.

Explain: removing three courses no longer in course rotation and replacing with three courses in current rotation.

Summary of changes (attach no more than one page if space provided is inadequate, as well as the form showing the current and proposed curriculum):

Replacing three courses no longer being offered in rotation with three currently offered courses.

Number of new courses being added to course inventory: 0

List new courses being added to the course inventory: none

Number of courses being deleted from course inventory: 0

List courses being deleted from the course inventory: none

Reason for requested action (attach no more than one page if space provided is inadequate):

Replacing courses out of rotation schedule/no longer offered with current courses offered.

Will requested change require additional funds from the State Regents?  No  Yes

*If yes, please specify the number of the additional costs, the source of the funds, and how they will be expended (attach no more than one page if space provided is inadequate).*

Will requested change impact an embedded certificate?  No  Yes

*If yes, please specify the certificate name and State Regents' three-digit program code. A modification to the impacted certificate(s) must accompany the modification request to the main program.*

This modification is to the embedded certificate and will have no impacted change to the main program.

*Attach current and proposed degree program requirements and degree program objectives (on no more than three pages). **Indicate the changes clearly. Note any courses deleted from the course inventory. Asterisk any courses new to the course inventory.***

Please list the current curriculum requirements in the left column and the proposed curriculum requirements in the right column.

Current Curriculum	Proposed Curriculum
Certificate in Marketing For Business Majors:	Certificate in Marketing For Business Majors:
FIN 1113 Personal Finance . . . . . 3	FIN 1113 Personal Finance . . . . . 3
MATH 2013 Statistics. . . . . 3	MATH 2013 Statistics. . . . . 3
GBUS 2033 Leadership in Business . . . 3	GBUS 2033 Leadership in Business . . . 3
MRKT 3413 Consumer Behavior. . . . . 3	<b>MGMT 3103 Management Controls . . . . 3</b>
MRKT 4043 Sales. . . . . 3	<b>MRKT 3313 Technology &amp; Marketing. . . 3</b>
MRKT 4103 Marketing Management. . . 3	<del>MRKT 3413 Consumer Behavior. . . . . 3</del>
MRKT 4113 International Marketing. . . 3	<del>MRKT 4043 Sales. . . . . 3</del>
MRKT 4253 Integrated Marketing Communications . . . . . 3	<del>MRKT 4103 Marketing Management. . . 3</del>
Upper level Marketing electives. . . . . 6	MRKT 4113 International Marketing. . . 3
TOTAL HOURS. . . 30	MRKT 4253 Integrated Marketing Communications . . . . . 3
	<b>MRKT 4323 Marketing Strategy . . . . . 3</b>
	Upper level Marketing electives. . . . . 6
	TOTAL HOURS. . . 30

**(7) Program  
Requirement Change**

*Oklahoma State Regents for Higher Education*  
**REQUEST FOR PROGRAM MODIFICATION**  
(continued)

Institution submitting request: **Northwestern Oklahoma State University**

Program name and State Regents' three-digit program code to be modified:  
Accounting Certificate For Business Majors

**(7) PROGRAM REQUIREMENT CHANGES**

**NOTE: Information not included on the requested action may cause a delay in processing.**

Select all that apply:

- Course requirement change (change in number of core courses, electives, general education, etc. Changes in course prefixes that do not effect content should be reported, but do not require approval.)
- Degree program requirement change (i.e. prerequisites, minimum GPA for admission or other admission criteria changes, graduation criteria change, etc.)
- Total credit hours for the degree will **NOT** change.
- Total credit hours for the degree **WILL** change from            to  
Explain: [Click here to enter text.](#)

Summary of changes (attach no more than one page if space provided is inadequate, as well as the form showing the current and proposed curriculum):

The current certificate requires that students take a course in International Accounting and have an upper division accounting elective (3 credits). As of July 1, 2021, International Accounting will no longer be tested on the CPA exam. These requirements would be replaced with the following requirements: ACCT 3143 – Business Income Tax & ACCT 4123 – Advanced Accounting. The changes will help to prepare students to sit for the CPA exam if they chose to do so. International accounting is no longer being offered by the NWOSU Division of Business unless the CPA requirements change.

Number of new courses being added to course inventory:    0  
List new courses being added to the course inventory:    N/A  
Number of courses being deleted from course inventory:    0  
List courses being deleted from the course inventory:    N/A

Reason for requested action (attach no more than one page if space provided is inadequate):  
The Uniform CPA Examination will go through significant changes beginning January 1, 2024. For our students to be prepared for the new examination some changes to our current accounting

major are needed. The new exam will be structured with a Core + Discipline Model. In this model, the core elements will be accounting, auditing, tax, and technology. The candidates will choose one of three discipline areas to demonstrate deeper knowledge. The discipline areas are: Tax compliance and planning, business analysis and reporting, and information systems and controls. For our students to be adequately prepared, for the new exam, updating our course offerings and the degree requirements is necessary. The changes will help to prepare students to sit for the CPA exam if they chose to do so later. Some of our courses such as International Accounting will no longer be offered by the NWOSU Division of Business unless the CPA requirements change.

---

Will requested change require additional funds from the State Regents? No Yes  
*If yes, please specify the number of the additional costs, the source of the funds, and how they will be expended (attach no more than one page if space provided is inadequate).*  
[Click here to enter text.](#)

---

Will requested change impact an embedded certificate? No Yes  
*If yes, please specify the certificate name and State Regents' three-digit program code. A modification to the impacted embedded certificate(s) must accompany the modification request to the main program.* [Click here to enter text.](#)

---

Will requested change affect a Cooperative Agreement? No Yes  
(If yes, a Cooperative Agreement Program Modification Form must be completed).

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### **For undergraduate degree programs only**

As part of the broader work of the Mathematics Success Initiative, the Math Pathways Task Force has identified four gateway mathematics courses that are suitable general education mathematics course options. These courses, *College Algebra/Pre-Calculus*, *Introduction to Statistics, Functions and Modeling*, and *Quantitative Reasoning*, are included on the Course Equivalency Project transfer matrix and provide rigorous mathematical content that is more relevant and appropriate for specific academic majors.

Please respond to the following questions:

1. Which mathematics course is required as part of the general education requirements? If the program allows for multiple gateway mathematics course options, provide a rationale for each.  
N/A certificate change
2. Describe how the mathematics course was selected and how it best meets the needs of the program's students.  
N/A certificate change
3. How does this mathematics course articulate with your partner institutions?  
N/A certificate change

*(For more information regarding the gateway mathematics courses, please contact Dr. Rachel Bates (405) 225-9168)*

---

## CURRICULAR REQUIREMENTS

*Attach current and proposed degree program requirements and degree program objectives (on no more than three pages). **Indicate the changes clearly. Note any courses deleted from the course inventory. Asterisk any courses new to the course inventory.***

Please list the current requirements in the left column and the proposed requirements in the right column (see appendix A for example).

*Add additional rows as necessary*

Current Curriculum <small>Click here to enter text.</small>	Proposed Curriculum <small>Click here to enter text.</small>
Accounting courses (30 hours) 3 FIN-1113 Personal Finance 3 GBUS-2033 Leadership in Business 3 MATH-1513 College Algebra 3 ACCT-3103 Intermediate Accounting I 3 ACCT-3113 Intermediate Accounting II 3 ACCT-3123 Governmental/Non-Profit Acct 3 ACCT-3133 Individual Income Tax 3 ACCT-3153 Cost Accounting I 3 ACCT-4303 International Accounting 3 Upper-level Accounting elective	Accounting courses (30 hours) 3 FIN-1113 Personal Finance 3 GBUS-2033 Leadership in Business 3 MATH-1513 College Algebra 3 ACCT-3103 Intermediate Accounting I 3 ACCT-3113 Intermediate Accounting II 3 ACCT-3123 Governmental/Non-Profit Acct 3 ACCT-3133 Individual Income Tax 3 ACCT-3153 Cost Accounting I <del>3 ACCT-4303 International Accounting</del> <del>3 Upper-level Accounting elective</del> 3 ACCT-3143 Business Income Tax 3 ACCT-4123 Advanced Accounting

**(7) Program  
Requirement Change**

*Oklahoma State Regents for Higher Education*  
**REQUEST FOR PROGRAM MODIFICATION**  
(continued)

Institution submitting request: **Northwestern Oklahoma State University**

Program name and State Regents' three-digit program code to be modified:  
Certificate for non-Accounting Majors seeking to qualify to sit for the Oklahoma Certified Public Accountant exam

**(7) PROGRAM REQUIREMENT CHANGES**

**NOTE: Information not included on the requested action may cause a delay in processing.**

Select all that apply:

- Course requirement change (change in number of core courses, electives, general education, etc. Changes in course prefixes that do not effect content should be reported, but do not require approval.)
- Degree program requirement change (i.e. prerequisites, minimum GPA for admission or other admission criteria changes, graduation criteria change, etc.)
- Total credit hours for the degree will **NOT** change.
- Total credit hours for the degree **WILL** change from            to  
Explain: [Click here to enter text.](#)

Summary of changes (attach no more than one page if space provided is inadequate, as well as the form showing the current and proposed curriculum):

The current certificate requires that students take a course in International Accounting and have an upper division accounting elective (3 credits). As of July 1, 2021, International Accounting will no longer be tested on the CPA exam. These requirements would be replaced with the following requirements: ACCT 3143 – Business Income Tax & ACCT 4123 – Advanced Accounting. The changes will help to prepare students to sit for the CPA exam.

Number of new courses being added to course inventory:    0  
List new courses being added to the course inventory:    N/A  
Number of courses being deleted from course inventory:    0  
List courses being deleted from the course inventory:    N/A

Reason for requested action (attach no more than one page if space provided is inadequate):  
The Uniform CPA Examination will go through significant changes beginning January 1, 2024. For our students to be prepared for the new examination some changes to our current accounting major are needed. The new exam will be structured with a Core + Discipline Model. In this model, the core elements will be accounting, auditing, tax, and technology. The candidates will choose one of three discipline areas to demonstrate deeper knowledge. The discipline areas are: Tax compliance and planning, business analysis and reporting, and information systems and

controls. For our students to be adequately prepared, for the new exam, updating our course offerings and the degree requirements is necessary.

---

Will requested change require additional funds from the State Regents? No Yes

*If yes, please specify the number of the additional costs, the source of the funds, and how they will be expended (attach no more than one page if space provided is inadequate).*

[Click here to enter text.](#)

---

Will requested change impact an embedded certificate? No Yes

*If yes, please specify the certificate name and State Regents' three-digit program code. A modification to the impacted embedded certificate(s) must accompany the modification request to the main program. [Click here to enter text.](#)*

Will requested change affect a Cooperative Agreement? No Yes

(If yes, a Cooperative Agreement Program Modification Form must be completed).

---

### **For undergraduate degree programs only**

As part of the broader work of the Mathematics Success Initiative, the Math Pathways Task Force has identified four gateway mathematics courses that are suitable general education mathematics course options. These courses, *College Algebra/Pre-Calculus*, *Introduction to Statistics, Functions and Modeling*, and *Quantitative Reasoning*, are included on the Course Equivalency Project transfer matrix and provide rigorous mathematical content that is more relevant and appropriate for specific academic majors.

Please respond to the following questions:

1. Which mathematics course is required as part of the general education requirements? If the program allows for multiple gateway mathematics course options, provide a rationale for each.  
N/A certificate change
2. Describe how the mathematics course was selected and how it best meets the needs of the program's students.  
N/A certificate change
3. How does this mathematics course articulate with your partner institutions?  
N/A certificate change

*(For more information regarding the gateway mathematics courses, please contact Dr. Rachel Bates (405) 225-9168)*

---

## CURRICULAR REQUIREMENTS

*Attach current and proposed degree program requirements and degree program objectives (on no more than three pages). **Indicate the changes clearly.** Note any courses deleted from the course inventory. **Asterisk any courses new to the course inventory.***

Please list the current requirements in the left column and the proposed requirements in the right column (see appendix A for example).

*Add additional rows as necessary*

Current Curriculum Click here to enter text.	Proposed Curriculum Click here to enter text.
Accounting courses (30 hours)	Accounting courses (30 hours)
3 ACCT-3103 Intermediate Accounting I	3 ACCT-3103 Intermediate Accounting I
3 ACCT-3113 Intermediate Accounting II	3 ACCT-3113 Intermediate Accounting II
3 ACCT-3123 Governmental/Non-Profit Acct	3 ACCT-3123 Governmental/Non-Profit Acct
3 ACCT-3133 Individual Income Tax	3 ACCT-3133 Individual Income Tax
3 ACCT-3153 Cost Accounting I	3 ACCT-3153 Cost Accounting I
3 ACCT-3923 Adv Business Law/Ethics	3 ACCT-3923 Adv Business Law/Ethics
3 ACCT-4133 Acct Information Systems	3 ACCT-4133 Acct Information Systems
3 ACCT-4173 Auditing	3 ACCT-4173 Auditing
3 ACCT-4303 International Accounting	<del>3 ACCT-4303 International Accounting</del>
3 Upper-level Accounting elective	<del>3 Upper-level Accounting elective</del>
	3 ACCT-3143 Business Income Tax
	3 ACCT-4123 Advanced Accounting



## (7) Program Requirement Change

*Oklahoma State Regents for Higher Education*  
**REQUEST FOR PROGRAM MODIFICATION**  
(continued)

Institution submitting request: **Northwestern Oklahoma State University**

Program name and State Regents' three-digit program code to be modified:

**Accounting Certificate For non-Business Majors (who do not want to sit for the CPA exam)**

### (7) PROGRAM REQUIREMENT CHANGES

**NOTE: Information not included on the requested action may cause a delay in processing.**

Select all that apply:

Course requirement change (change in number of core courses, electives, general education, etc.  
Changes in course prefixes that do not effect content should be reported, but do not require approval.)

Degree program requirement change (i.e. prerequisites, minimum GPA for admission or other admission criteria changes, graduation criteria change, etc.)

Total credit hours for the degree will **NOT** change.

Total credit hours for the degree **WILL** change from            to

Explain: [Click here to enter text.](#)

Summary of changes (attach no more than one page if space provided is inadequate, as well as the form showing the current and proposed curriculum):

The current certificate requires that students take a course in International Accounting and have an upper division accounting elective (3 credits). As of July 1, 2021, International Accounting will no longer be tested on the CPA exam. These requirements would be replaced with the following requirements: ACCT 3143 – Business Income Tax & ACCT 4123 – Advanced Accounting. The changes will help to prepare students to sit for the CPA exam if they chose to do so. International accounting is no longer being offered by the NWOSU Division of Business unless the CPA requirements change.

Number of new courses being added to course inventory:    0

List new courses being added to the course inventory:    N/A

Number of courses being deleted from course inventory:    0

List courses being deleted from the course inventory:    N/A

Reason for requested action (attach no more than one page if space provided is inadequate):

The Uniform CPA Examination will go through significant changes beginning January 1, 2024. For our students to be prepared for the new examination some changes to our current accounting major are needed. The new exam will be structured with a Core + Discipline Model. In this model, the core elements will be accounting, auditing, tax, and technology. The candidates will choose one of three discipline areas to demonstrate deeper knowledge. The discipline areas are: Tax compliance and planning,

business analysis and reporting, and information systems and controls. For our students to be adequately prepared, for the new exam, updating our course offerings and the degree requirements is necessary. The changes will help to prepare students to sit for the CPA exam if they chose to do so later. Some of our courses such as International Accounting will no longer be offered by the NWOSU Division of Business unless the CPA requirements change.

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Will requested change require additional funds from the State Regents? No Yes

*If yes, please specify the number of the additional costs, the source of the funds, and how they will be expended (attach no more than one page if space provided is inadequate).*

[Click here to enter text.](#)

---

Will requested change impact an embedded certificate? No Yes

*If yes, please specify the certificate name and State Regents' three-digit program code. A modification to the impacted embedded certificate(s) must accompany the modification request to the main program.*

[Click here to enter text.](#)

---

Will requested change affect a Cooperative Agreement? No Yes

(If yes, a Cooperative Agreement Program Modification Form must be completed).

---

### **For undergraduate degree programs only**

As part of the broader work of the Mathematics Success Initiative, the Math Pathways Task Force has identified four gateway mathematics courses that are suitable general education mathematics course options. These courses, *College Algebra/Pre-Calculus*, *Introduction to Statistics, Functions and Modeling*, and *Quantitative Reasoning*, are included on the Course Equivalency Project transfer matrix and provide rigorous mathematical content that is more relevant and appropriate for specific academic majors.

Please respond to the following questions:

1. Which mathematics course is required as part of the general education requirements? If the program allows for multiple gateway mathematics course options, provide a rationale for each.  
N/A certificate change
2. Describe how the mathematics course was selected and how it best meets the needs of the program's students.  
N/A certificate change
3. How does this mathematics course articulate with your partner institutions?  
N/A certificate change

*(For more information regarding the gateway mathematics courses, please contact Dr. Rachel Bates (405) 225-9168)*

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## **CURRICULAR REQUIREMENTS**

Attach current and proposed degree program requirements and degree program objectives (on no more than three pages). **Indicate the changes clearly. Note any courses deleted from the course inventory. Asterisk any courses new to the course inventory.**

Please list the current requirements in the left column and the proposed requirements in the right column (see appendix A for example).

*Add additional rows as necessary*

Current Curriculum	Proposed Curriculum
Click here to enter text.	Click here to enter text.
Accounting courses (30 hours) 3 FIN-1113 Personal Finance 3 GBUS-2033 Leadership in Business 3 MATH-1513 College Algebra 3 ACCT-3103 Intermediate Accounting I 3 ACCT-3113 Intermediate Accounting II 3 ACCT-3123 Governmental/Non-Profit Acct 3 ACCT-3133 Individual Income Tax 3 ACCT-3153 Cost Accounting I 3 ACCT-4303 International Accounting 3 Upper-level Accounting elective	Accounting courses (30 hours) 3 FIN-1113 Personal Finance 3 GBUS-2033 Leadership in Business 3 MATH-1513 College Algebra 3 ACCT-3103 Intermediate Accounting I 3 ACCT-3113 Intermediate Accounting II 3 ACCT-3123 Governmental/Non-Profit Acct 3 ACCT-3133 Individual Income Tax 3 ACCT-3153 Cost Accounting I <del>3 ACCT-4303 International Accounting</del> <del>3 Upper level Accounting elective</del> 3 ACCT-3143 Business Income Tax 3 ACCT-4123 Advanced Accounting