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## Educational Policies Committee Program Proposal, College of Agriculture and Applied Sciences, September 26, 2014 - Business Education

Utah State University

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## Cover/Signature Page – Full Template

**Institution Submitting Request:** Utah State University

**Proposed Title:** Business Education

**School or Division or Location:** College of Agriculture and Applied Sciences

**Department(s) or Area(s) Location:** School of Applied Sciences, Technology, and Education

**Recommended Classification of Instructional Programs (CIP) Code<sup>1</sup> :** 13.1303

**Proposed Beginning Date:** 08/01/2014

**Institutional Board of Trustees' Approval Date:** 06/27/2014

**Proposal Type (check all that apply):**

| Regents' Agenda Items                                       |                          |                                     |
|-------------------------------------------------------------|--------------------------|-------------------------------------|
| <i>R401-4 and R401-5 Approval by Committee of the Whole</i> |                          |                                     |
| SECTION NO.                                                 |                          | ITEM                                |
| 4.1.1                                                       | <input type="checkbox"/> | Associate of Applied Science Degree |
| 4.1.2                                                       | <input type="checkbox"/> | Associate of Arts Degree            |
|                                                             | <input type="checkbox"/> | Associate of Science Degree         |
| 4.1.3                                                       | <input type="checkbox"/> | Specialized Associate Degree        |
| 4.1.4                                                       | X                        | Baccalaureate Degree                |
| 4.1.5                                                       | <input type="checkbox"/> | K-12 School Personnel Programs      |
| 4.1.6                                                       | <input type="checkbox"/> | Master's Degree                     |
| 4.1.7                                                       | <input type="checkbox"/> | Doctoral Degree                     |
| 5.2.2                                                       | <input type="checkbox"/> | Certificate of Completion           |
| 5.2.4                                                       | <input type="checkbox"/> | Fast Tracked Certificate            |

**Chief Academic Officer (or Designee) Signature:**

I certify that all required institutional approvals have been obtained prior to submitting this request to the Office of the Commissioner.

*Laurens H. Smith, Jr., Sr. Executive Vice Provost*

**Signature**

**Date:** 06/27/14

**Printed Name:** Laurens H. Smith, Jr.

<sup>1</sup> CIP codes must be recommended by the submitting institution. For CIP code classifications, please see <http://nces.ed.gov/ipeds/cipcode/Default.aspx?y=55>.

## **Executive Summary – Full Template**

### **Utah State University Bachelor of Science Degree in Business Education 2/10/2014**

#### **Program Description**

The School of Applied Sciences, Technology and Education (ASTE) at Utah State University (USU), in conjunction with Regional Campuses and Distance Education, are developing a Business Education Bachelor of Science degree with plans, if approved, to begin fall of 2014. The program will be offered at the regional campus and distance delivery sites throughout Utah and available to Logan campus.

#### **Role and Mission Fit**

The proposed Business Education degree aids in the fulfillment of the Board of Regents' mission statement for USU "to be one of the nation's premier student-centered land grant universities . . . . by fostering the principle that academics come first; by cultivating diversity of thought and culture; and serving the public through learning, discovery, and engagement." The primary purpose of the Business Education Degree will be to prepare future teachers to teach business and technology classes for grades 6 through 12. The Utah System of Higher Education mission statement specifically mentions "providing *accessible, affordable, and high quality* post-secondary education to *all* Utah residents. The Business Education degree program will offer training, classes, and certification throughout the state of Utah with primary offerings through the Utah State University system of Regional Campuses and Distance Education.

#### **Faculty**

The faculty in the School of Applied Sciences, Technology and Education department can accommodate the proposed program. One faculty member from an RCDE campus will teach the newly proposed teaching methods and introduction courses in business teacher education. Additionally, ASTE currently houses three career and technical education (CTE) teacher-education programs with established faculty members. The students in these programs take similar methods of teaching courses that can be combined into one CTE methods course in which students majoring in the Bachelor of Science in Business Education could enroll. Assistant professors and lecturers from USU-Eastern and RCDE will be available to teach the technical business content courses required for the degree. The Teacher Education and Leadership faculty currently teach secondary education courses required for the proposed degree currently at Logan, RCDE campuses and distance deliver sites and will continue this offering. As the program grows, the Uintah Basin campus has committed to hire, through reallocation, one Business Education faculty member to support additional courses or advising for the students.

#### **Market Demand**

USU would house one of four opportunities in the state for a Bachelor of Science in Business Education. A uniqueness to the proposed program, is that it would be offered at the majority of USU's distance delivery and regional campus sites, thus giving access to prospective students who otherwise could not attend college due to location constraints. This program will provide access for rural students or students at USU-Logan campus desiring to teach business courses in middle and secondary schools within Utah. Currently, higher education in Utah is not meeting the demand of school districts that need business teachers. While school districts prefer to hire teachers who graduated from teacher certification programs at the university level, last year they hired nearly 100 alternatively-certified teachers. The alternative certification route is

less desired as it does not include the rigor of secondary education pedagogical training that students enrolled in undergraduate teacher education programs receive. Additionally, courses required for alternatively-certified teachers are only offered in Orem, Cedar City, and Ogden. If approved, USU would also offer alternative certification courses via the broadcast system to all RCDE campuses.

**Student Demand**

Student demand is estimated at five students per year at the Logan campus and another 15 students registered through the regional campuses. When USU had a business teacher education program seven years ago, the average number of graduates was 10 to 15 per year. The Business Education degree program was eliminated within the Huntsman School of Business in a restructuring process.

**Statement of Financial Support**

None are required.

- Appropriated Fund.....
- Special Legislative Appropriation.....
- Grants and Contracts.....
- Special Fees .....
- Differential Tuition (must be approved by the Regents).....
- Other (please describe).....

**Similar Programs Already Offered in the USHE**

Utah Valley University, Southern Utah University, and Weber State University currently offer a Bachelor of Science degree that prepares business teachers. However, students must take courses on-campus in Ogden, Cedar City, or Orem to receive this degree. These schools service students who live in towns with easy access to campus or those able to relocate while attending college. Additionally, these schools do not meet the current Utah public school demand for business teachers.

**Program Description – Full Template**  
**Higher Education Institution**  
**Degree Type and Title**  
**2/10/2014**

**Section I: The Request**

Utah State University requests approval to offer a bachelor's degree in Business Education effective Fall 2014. This program has been approved by the institutional Board of Trustees on \_\_\_\_\_.

*Date*

**Section II: Program Description**

**Complete Program Description**

College of Agriculture and Applied Sciences  
School of Applied Sciences, Technology and Education

The Bachelor of Science in Business Education prepares students to become teachers and advisors for career and technical student organizations in middle and high schools and technical education centers. Business teachers teach a variety of subjects including: accounting, business law, business communications, personal finance, economics, free enterprise, management, marketing, computer technology, word processing, spreadsheets, databases, presentations, web page design, digital image editing, digital video editing, and emerging technologies. Utah is experiencing a shortage of highly-qualified business teachers, as evidenced by the number of alternative certifications requested each year. The proposed program will meet the need of preparing teachers who cannot attend existing business education programs, as it will be offered at USU's main campus and the majority of distance education delivery and regional campus sites in Utah.

In order to obtain a secondary teaching license for grades 6–12, students must complete the 35-credit Secondary Teacher Education Program (STEP), which includes one semester of student teaching in a public school. This program is administered by a partnership with USU's School of Teacher Education and Leadership (TEAL) within the Emma Eccles Jones College of Education and Human Services. The student must apply to the School of TEAL the semester before taking the STEP courses. Students learn subject content through the School of Applied Sciences, Technology and Education and spend the last three to four semesters studying education techniques through the STEP program.

**Purpose of Degree**

The primary purpose of this degree is to prepare highly-qualified teachers that can teach business and technology courses, and lead student clubs in Utah secondary schools. A unique objective of this degree is to provide access for students, who otherwise may not be able to move from their homes and jobs, the opportunity to receive a Bachelor of Science degree in Business Education. USU plans to do this by offering the degree at USU's main campus and the majority of distance education delivery and regional campus sites. With the approval of the degree, students in rural areas of Utah will have much greater access to a Bachelor of Science degree in Business Education, which will prepare graduates to teach in a program that is currently experiencing a shortage of certified teacher educators. According to Laura deShazo, Utah State Office of Education Business & Keyboard Specialist, "I have found, working with ARL

applicants, that their options for fulfilling the Business Education requirements are very limited. Having a program at USU would increase opportunity for wanted jobs in Utah in the next 5 years.”

Additionally, because the degree program would be available to residents of towns that currently do not offer a Business Education degree, this new option could increase the percentage of Utah’s working-age population that hold postsecondary degrees or certificates, thus contributing to the 66 percent by 2020 call-to-action. Graduates will also be prepared for teacher licensure in other states.

### Institutional Readiness

The biggest assets that USU has for the Business Education degree will be the components of the degree already available at USU. In addition to the support from faculty of other Career and Technical Education programs housed within ASTE (Agricultural Education, Family and Consumer Sciences Education, and Technology and Engineering Education), this degree program will bring together existing broadcast resources available within the USU RCDE system and leverage these resources to offer a degree that is needed throughout the state. The Interactive Video Conferencing (IVC) system, providing courses taught by college professors throughout Utah, is already offering secondary education, technology, and business content courses, all of which will be required for the proposed degree program.

### Departmental Faculty

| Department Faculty Category                                                                              | Department Faculty Headcount – Prior to Program Implementation | Faculty Additions to Support Program | Department Faculty Headcount at Full Program Implementation |
|----------------------------------------------------------------------------------------------------------|----------------------------------------------------------------|--------------------------------------|-------------------------------------------------------------|
| <b>With Doctoral Degrees</b> (Including MFA and other terminal degrees, as specified by the institution) |                                                                |                                      |                                                             |
| Full-time Tenured                                                                                        | 13                                                             |                                      | 13                                                          |
| Full-time Non-Tenured                                                                                    | 1                                                              |                                      | 2                                                           |
| Part-time Tenured                                                                                        |                                                                |                                      |                                                             |
| Part-time Non-Tenured                                                                                    |                                                                |                                      |                                                             |
| <b>With Master’s Degrees</b>                                                                             |                                                                |                                      |                                                             |
| Full-time Tenured                                                                                        | 5                                                              |                                      | 5                                                           |
| Full-time Non-Tenured                                                                                    | 7                                                              |                                      | 7                                                           |
| Part-time Tenured                                                                                        |                                                                |                                      |                                                             |
| Part-time Non-Tenured                                                                                    |                                                                |                                      |                                                             |
| <b>With Bachelor’s Degrees</b>                                                                           |                                                                |                                      |                                                             |
| Full-time Tenured                                                                                        | 2                                                              |                                      | 2                                                           |
| Full-time Non-Tenured                                                                                    | 6                                                              |                                      | 6                                                           |
| Part-time Tenured                                                                                        |                                                                |                                      |                                                             |
| Part-time Non-Tenured                                                                                    |                                                                |                                      |                                                             |
| <b>Other</b>                                                                                             |                                                                |                                      |                                                             |
| Full-time Tenured                                                                                        | 4                                                              |                                      | 4                                                           |
| Full-time Non-Tenured                                                                                    | 5                                                              |                                      | 5                                                           |
| Part-time Tenured                                                                                        |                                                                |                                      |                                                             |
| Part-time Non-Tenured                                                                                    | 1                                                              |                                      | 1                                                           |
| <b>Total Headcount Faculty in the Department</b>                                                         |                                                                |                                      |                                                             |
| Full-time Tenured                                                                                        | 19                                                             |                                      | 19                                                          |

|                                                                                                                                                                                                                                               |       |   |       |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|---|-------|
| Full-time Non-Tenured                                                                                                                                                                                                                         | 19    |   | 19    |
| Part-time Tenured                                                                                                                                                                                                                             |       |   |       |
| Part-time Non-Tenured                                                                                                                                                                                                                         | 1     |   | 1     |
| <b>Total Department Faculty FTE</b> (As reported in the most recent A-1/S-11 Institutional Cost Study for “prior to program implementation” and using the A-1/S-11 Cost Study Definition for the projected “at full program implementation.”) | 31.42 | X | 32.42 |

### Staff

No additional staff will be required for this program. The degree will rely primarily upon existing courses and faculty to offer the degree. Reallocation of funds within RCDE will allow for an additional faculty member to serve as the lead teacher educator for the Business Education program when needed.

### Library and Information Resources

Teacher preparation and business-related holdings will be adequate for the Business Education program. Additional resources will not be needed. USU’s current undergraduate resources include all software needed for this degree program.

### Admission Requirements

The admission requirements will be consistent with the existing USU undergraduate admission requirements. Additionally, in order to obtain a secondary teaching license for grades 6-12, students must complete the 35-credit Secondary Teacher Education Program (STEP), which includes one semester of student teaching in a public school. This program is administered by USU’s School of Teacher Education and Leadership (TEAL) within the Emma Eccles Jones College of Education and Human Services. Students must be admitted to STEP by the Fall semester of their junior year.

The specific admission criteria into STEP are:

Complete the following core courses or use ACT score to waive requirement. (Students must submit ACT scores in order to waive these courses for admission.)

| Area           | ACT Score Waives Requirement | Academic Requirement                                                                                                       |
|----------------|------------------------------|----------------------------------------------------------------------------------------------------------------------------|
| English        | 29                           | English 1010 or English 2010 with a C+ grade or higher                                                                     |
| Math           | 25                           | MATH 1050 or STAT 1040 with a C- grade or higher                                                                           |
| Social Studies | n/a                          | A minimum of three (3) credits of coursework in Social Science (BSS) with at least a C grade                               |
| Science        | n/a                          | A minimum of six (6) credits of coursework in Life (BLS) and Physical Science (BPS) with at least a C grade in each course |

Other admission requirements: (a) Passage of Speech and Hearing Test; (b) Passage of College of Education Writing Exam; (c) Submission of transcript of credits — Transcripts serve to verify the completion of 60 semester credits of approved course work with a minimum total GPA of 3.0; (d) ACT composite score of no less than 21, verbal English score of no less than 20, mathematics quantitative score of no less than 19, science and reading scores of no less than 18; and (e) Clear Criminal Background Check

### Student Advisement

ASTE has a designated advisor housed in the College of Agriculture and Applied Sciences Student Services Center. The advisor and Associate Dean have assured ASTE that the center has capacity to handle the additional students in the major. Additionally, the ASTE advisor will work with the RCDE advisors to ensure that students have access to advising in the various geographic regions where students enroll.

### Justification for Graduation Standards and Number of Credits

The State Office of Education Business Teacher Licensing is a business composite which requires course work in the areas of accounting, business law, business writing, finance, international and microeconomics, management, marketing, computer information literacy, database, digital media graphics, keyboarding, spreadsheets, web page design, word processing, information technology, networks, operating systems, PC hardware and software, teacher education requirements, and business teacher methods courses. Content in each of these areas will be taught, while maintaining the 120 credit hour requirement for bachelor's degree attainment. Students must also pass a Praxis test administered by the State Office of Education to certify competency in each area.

### External Review and Accreditation

Need for the program and curriculum design was discussed with the Utah State Office of Education Specialists. The proposed curriculum will meet the current Utah standards for teacher certification. The program was discussed at State curriculum meetings related to business education.

### Projected Program Enrollment and Graduates; Projected Departmental Faculty/Students

| Data Category                                                     | Current – Prior to New Program Implementation | Projected Year 1 | Projected Year 2 | Projected Year 3 | Projected Year 4 | Projected Year 5 |
|-------------------------------------------------------------------|-----------------------------------------------|------------------|------------------|------------------|------------------|------------------|
| <b>Data for Proposed Program</b>                                  |                                               |                  |                  |                  |                  |                  |
| Number of Graduates in Proposed Program                           | X                                             | 0                | 0                | 7                | 15               | 15               |
| Total # of Declared Majors in Proposed Program                    | X                                             | 20               | 40               | 60               | 80               | 80               |
| <b>Departmental Data – For All Programs Within the Department</b> |                                               |                  |                  |                  |                  |                  |
| Total Department Faculty FTE (as reported in Faculty table above) | 31.42                                         | 31.42            | 32.42            | 32.42            | 32.42            | 32.42            |
| Total Department Student FTE (Based on Fall Third Week)           | 656.74                                        | 676              | 696              | 716              | 736              | 736              |
| Student FTE per Faculty FTE (ratio of Total Department Faculty    | 20.9                                          | 21.5             | 21.5             | 21.6             | 22.7             | 22.7             |



|                                                                                                                    |  |  |  |  |  |  |
|--------------------------------------------------------------------------------------------------------------------|--|--|--|--|--|--|
| FTE and Total Department Student FTE above)                                                                        |  |  |  |  |  |  |
| <b>Program accreditation-required ratio of Student FTE/Faculty FTE, if applicable: (Provide ratio here: ____ )</b> |  |  |  |  |  |  |

**Expansion of Existing Program**

USU does not presently have a Business Education degree. The School of ASTE does offer baccalaureate degrees in Agricultural Education; Family and Consumer Sciences Education; and Technology and Engineering Education. The proposed Business Education degree will expand the CTE teacher education offerings of USU.

**Section III: Need**

**Program Need**

Much of Utah’s work-age population is faced with reduced employment opportunities as a result of the limited access to higher education. According to the Economic Research Service of the United States Department of Agriculture, Utah’s most recent population numbers list the percentage of persons 25 and older who have completed college degrees as 29.6% (24 % in rural areas and 30.0% in urban areas). Consistent with USU’s land-grant mission, the Business Education Bachelor of Science degree will allow greater access for individuals who experience location constraints due to work and family responsibilities. Additionally, the program will help supply business teachers to junior high and high schools across Utah, which currently have to hire alternatively certified teachers to fill their growing number of open positions.

**Labor Market Demand**

Every public secondary and middle school district in Utah employs business education teachers. The current supply of qualified graduates from business education programs is not meeting the demand of school districts. As stated previously, school districts hired almost 100 teachers in FY 13 who must complete alternative certification, to meet the demands in middle and high schools across Utah.

Additionally, the Business Education degree program serves a dual function. First, it satisfies the requirement that each high school teacher educate students about related careers. Second, while taking business education courses, secondary students will develop the academic knowledge and technical skills to successfully advance-in the fast-paced business world. Business management and office/administrative support services are projected to be among the fastest growing industries through the year 2018. In Utah, the annual growth rate for this occupation is expected to be 2%.

**Student Demand**

Students interested in teaching secondary business must currently choose degree options from Weber State University, Southern Utah University, or Utah Valley University, which only offered at on-site programs in Ogden, Cedar City, and Orem. The proposed degree option would allow students across Utah to gain educational opportunities through alternative means to traditional campus-based education. The academic advisors in ASTE had several requests in the Fall of 2013 from students regarding their option to major in Business Education and the advisors have begun to keep a list of students interested at

the Logan Campus. Business Education alumni, currently employed as secondary teachers, have also contacted USU to see what options USU offers for students interested in Business Education. Additionally, this proposed program was discussed with current RCDE advisors and they indicated students routinely inquire as to the availability of Business Education as a degree option.

### **Similar Programs**

Currently, USU does not have a Business Education degree. Business Education degrees are available in Ogden, UT at Weber State University; in Orem, UT at Utah Valley University, and in Cedar City at Southern Utah University. The Business Education degree at USU will serve Logan and the other areas serviced by the USU RCDE system. The USU Business Education degree will provide inservice and support for current teachers in the out-reach areas that currently try to certify with the alternate licensure, and provide options for those in out-reach areas that have interest in becoming a Business Education teacher.

### **Collaboration with and Impact on Other USHE Institutions**

This program is intended to build upon existing programs offered at USU-Eastern and through RCDE to extend this program primarily into rural areas of Utah. This degree program was proposed with input from business education faculty at these locations. Faculty from Weber, SUU, and UVU are supportive of an additional program being added to serve the rural areas of the state. The majority of the business education degree requirements at UVU, SUU, and Weber must be taken on campus in a face-to-face format. Their online offerings do not include the totality of degree requirements and each acknowledges that they do not meet the demand of prospective students who cannot travel to campus to complete degree requirements.

### **Benefits**

The Business Education degree at Utah State University will provide access for students attending the USU Logan campus and will offer students throughout rural Utah the opportunity to become a business/technology teacher in secondary education in Utah.

### **Consistency with Institutional Mission**

Aligning with the mission and goals of the university to serve the public, the mission of the Business Education degree program is to prepare teachers for placement in Utah, and across the nation. Additionally, the program will enhance the diversity and partnerships within the USU campus community, as it will be available to students throughout Utah via the RCDE system. Previously underserved populations, with the goal of becoming business educators, will now have greater access to courses. The Business Education program will contribute to USU's goal to strengthen placement, as the profession is looking for more qualified graduates to take teacher openings across the country. Similar to other CTE-based education programs, we expect our placement rate to be 100 percent for those who want to teach upon graduation.

## **Section IV: Program and Student Assessment**

### **Program Assessment**

The School of Applied Sciences, Technology and Education will conduct on-going assessment of the degree program and make improvements or adjustments as needed. The competencies selected for this teacher preparation degree include skills and abilities required for undergraduate teacher certification programs. Instructors will use student course evaluations as a formative step in the entire program as they see instantaneous reaction to their teaching. The program faculty will have the opportunity to interact and work with other teacher educators within the School of ASTE as well as the School of TEAL. The

department will also conduct exit interviews/surveys of graduating students. The program will survey alumni at approximate five-year intervals to provide an opportunity for student reflection on the program outcomes and overall value.

### **Expected Standards of Performance**

Students will be required to have 3.0 GPA for entrance into Business Education degree and demonstrate proficiency in the business education content and teaching areas. Additionally, students receiving a degree in Business Education must pass the business and technology Praxis test required by the Utah State Office of Education.

## **Section V: Finance**

### **Department Budget**

Not applicable—all costs will be covered in existing budgets. No new faculty or staff FTE, library, or other operational funds will be required.

### **Funding Sources**

No new funding required as the program will use existing resources and mechanisms.

### **Reallocation**

Not applicable

### **Impact on Existing Budgets**

No foreseeable negative impacts upon existing programs, departmental, college, or university budgets are anticipated.

## **Section VI: Program Curriculum**

**All Program Courses** (new courses in bold) on next page.

| <b>Course Prefix &amp; Number</b>                                    | <b>Title</b>                                                       | <b>Credit Hours</b> |
|----------------------------------------------------------------------|--------------------------------------------------------------------|---------------------|
| <b>General Education (not met by major requirements): 34 credits</b> |                                                                    |                     |
| Various                                                              | Breadth Creative Arts (BCA)                                        | 3                   |
| Various                                                              | Breadth Life Science (BLS)                                         | 3                   |
| Various                                                              | Breadth Physical Science (BPS)                                     | 3                   |
| Various                                                              | Breadth Humanities (BHU)                                           | 3                   |
| Various                                                              | Breadth Exploration Requirement                                    | 3                   |
| ENGL 1010                                                            | Introduction to Writing: Academic Prose (CL1)                      | 3                   |
| ENGL 2010                                                            | Intermediate Writing: Research Writing in a Persuasive Model (CL2) | 3                   |
| MATH 1050 or STAT 1040                                               | College Algebra or Intro to Statistics (QL)                        | 4                   |
| Various                                                              | Depth Humanities and Creative Arts (DHA)                           | 3                   |
| Various                                                              | Depth Life Science or Physical Science (DSC)                       | 3                   |
| Various                                                              | Quantitative Intensive (QI)                                        | 3                   |
| <b>Business Education Major Requirements: 88 credits</b>             |                                                                    |                     |
| ACTG 2010                                                            | Financial Accounting                                               | 3                   |
| BCIS 1010                                                            | Computer Literacy                                                  | 3                   |
| BCIS 1200                                                            | Microcomputer Operating Systems                                    | 2                   |
| BCIS 1300                                                            | Website Design                                                     | 3                   |
| BCIS 1340                                                            | Digital Video Production                                           | 3                   |
| BCIS 1405                                                            | Word Processing                                                    | 3                   |
| BCIS 2420                                                            | Database I (Access)                                                | 2                   |
| BCIS 2430                                                            | Desktop Publishing                                                 | 2                   |
| BCIS 2441                                                            | Graphics for the Web                                               | 3                   |
| BUSN 1021                                                            | Personal Finance                                                   | 3                   |
| BUSN 1091                                                            | Business Presentations                                             | 3                   |
| BUSN 2050                                                            | Business Law                                                       | 4                   |
| BUSN 2200                                                            | Business Communications                                            | 3                   |
| BUSN 2201                                                            | Marketing Concepts                                                 | 3                   |
| BUSN 2390                                                            | Organizational Behavior                                            | 3                   |
| <b>BUSN 3150</b>                                                     | <b>Methods for Business Education</b>                              | <b>3</b>            |
| <b>BUSN 3300</b>                                                     | <b>Clinical Experience I Business Education</b>                    | <b>1</b>            |
| <b>BUSN 3710</b>                                                     | <b>Orientation to Business Education</b>                           | <b>2</b>            |
| <b>BUSN 4250</b>                                                     | <b>Methods of Business and Marketing</b>                           | <b>3</b>            |
| <b>BUSN 4300</b>                                                     | <b>Clinical Experience II Business Education</b>                   | <b>1</b>            |
| <b>BUSN 5500</b>                                                     | <b>Business Education Secondary Curriculum Seminar</b>             | <b>2</b>            |
| <b>BUSN 5630</b>                                                     | <b>Business Education Student Teaching</b>                         | <b>10</b>           |
| ECN 1500                                                             | Intro. to Economic Institutions, History and Principles (BAI)      | 3                   |
| ECN 2010                                                             | Introduction to Microeconomics (BSS)                               | 3                   |
| MIS 2100                                                             | Principles of Management Information Systems                       | 3                   |
| SCED 3100                                                            | Motivation and Classroom Management                                | 3                   |
| SCED 3210                                                            | Educational and Multicultural Foundations (DSS/CI)                 | 3                   |
| SCED 4200                                                            | Reading, Writing and Technology (CI)                               | 3                   |
| SCED 4210                                                            | Cognition and Evaluation of Student Learning                       | 3                   |
| SPED 4000                                                            | Education of Exceptional Individuals                               | 2                   |
| <b>Sub-Total</b>                                                     | <b>Elective Courses</b>                                            | <b>0</b>            |
| <b>Sub-Total</b>                                                     | <b>Track/Options (if applicable)</b>                               | <b>0</b>            |
| <b>Sub-Total</b>                                                     | <b>Total Number of Credits</b>                                     | <b>122</b>          |

## Program Schedule

| FALL |      |                                        |    |
|------|------|----------------------------------------|----|
| DEPT | #    | Course Name                            | Cr |
| BUSN | 3710 | Orientation to Bus Education           | 2  |
| ENGL | 1010 | Intro to Writing ( <b>C+ minimum</b> ) | 3  |
| USU  | 1320 | Civilization: Humanities               | 3  |
| MATH | 1010 | Intermediate Algebra                   | 4  |
| BCIS | 1010 | Computer Literacy                      | 3  |
|      |      |                                        |    |
|      |      |                                        | 15 |

| FALL                                           |      |                         |    |
|------------------------------------------------|------|-------------------------|----|
| DEPT                                           | #    | Course Name             | Cr |
| BCIS                                           | 2441 | Graphics for the Web    | 3  |
| MIS                                            | 2100 | Principles of MIS       | 3  |
| BCIS                                           | 1405 | Word Processing         | 3  |
| ACTG                                           | 2010 | Financial Accounting    | 3  |
| BUSN                                           | 2200 | Business Communications | 3  |
| Take Speech/Hearing Screening                  |      |                         |    |
| Pass Writing Exam (offered first 5 weeks only) |      |                         |    |
|                                                |      |                         | 15 |

| FALL                                   |        |                              |    |
|----------------------------------------|--------|------------------------------|----|
| DEPT                                   | #      | Course Name                  | Cr |
| BCIS                                   | 1300   | Website Design               | 3  |
| BUSN                                   | 1021   | Personal Finance             | 3  |
| SCED                                   | 3100   | Motivation & Classroom Mgmt  | 3  |
| SCED                                   | 3210   | Educ & Multicult. Fnd. (DSS) | 3  |
| QI                                     | choose | Quantitative Intensive (QI)  | 3  |
| BCIS                                   | 1200   | Operating Systems            | 2  |
| Background Check                       |        |                              |    |
| Submit STEP Application (by October 1) |        |                              |    |
| Register for Level 1                   |        |                              |    |
|                                        |        |                              | 17 |

| FALL                       |        |                                       |          |
|----------------------------|--------|---------------------------------------|----------|
| DEPT                       | #      | Course Name                           | Cr       |
| BUSN                       | 4300   | Clinical Experience II                | 1        |
| BUSN                       | 4250   | Methods of Teaching Bus and Marketing | 3        |
| SPED                       | 4000   | Educ of Excp'l Individuals            | 2        |
| BCIS                       | 2340   | Desktop Publishing                    | 3        |
| DSC                        | choose | Depth Life or Physical Science (DSC)  | 3        |
| DHA                        | choose | Depth Humanities (DHA) course         | 2 to 3   |
| BCIS                       | 2420   | Database 1 (Access)                   | 2        |
|                            |        |                                       |          |
| Apply for Student Teaching |        |                                       |          |
|                            |        |                                       | 15 to 16 |

| SPRING |      |                                        |    |
|--------|------|----------------------------------------|----|
| DEPT   | #    | Course Name                            | Cr |
| MATH   | 1050 | College Algebra                        | 4  |
| BLS    | BLS  | check with Advisor( <b>C minimum</b> ) | 3  |
| BUSN   | 2050 | Business Law                           | 4  |
| BUSN   | 1091 | Business Presentations                 | 3  |
| ECN    | 1500 | Intro to Economic Institutions         | 3  |
|        |      |                                        |    |
|        |      |                                        | 17 |

| SPRING                                         |      |                                              |    |
|------------------------------------------------|------|----------------------------------------------|----|
| DEPT                                           | #    | Course Name                                  | Cr |
| ECN                                            | 2010 | Intro to Microeconomics ( <b>C minimum</b> ) | 3  |
| BPS                                            | BPS  | check with Advisor ( <b>C minimum</b> )      | 3  |
| BCA                                            | BCA  | check with Advisor                           | 3  |
| ENGL                                           | 2010 | Intermediate Writing: Research               | 3  |
| BSS                                            | BSS  | PSY 1010 or SOC 1010 (Exploration)           | 3  |
| BUSN                                           | 2201 | Marketing Concepts                           | 3  |
| Pass Writing Exam (offered first 5 weeks only) |      |                                              |    |
| Background Check                               |      |                                              |    |
|                                                |      |                                              | 18 |

| SPRING                |      |                                 |    |
|-----------------------|------|---------------------------------|----|
| DEPT                  | #    | Course Name                     | Cr |
| BUSN                  | 3150 | Methods of Teaching Bus Ed Tech | 3  |
| BUSN                  | 3300 | Clinical Experience I           | 1  |
| SCED                  | 4200 | Language, Literacy and Learning | 3  |
| SCED                  | 4210 | Assessment and Curriculum Desig | 3  |
| BUSN                  | 2390 | Organizational Behavior         | 3  |
| BCIS                  | 1340 | Digital Video Production        | 3  |
| Apply for Graduation  |      |                                 |    |
| Register for Level II |      |                                 |    |
| Take PRAXIS           |      |                                 |    |
|                       |      |                                 | 16 |

| SPRING |      |                              |    |
|--------|------|------------------------------|----|
| DEPT   | #    | Course Name                  | Cr |
| BUSN   | 5500 | Student Teaching Seminar     | 2  |
| BUSN   | 5630 | Student Teaching/Sec Schools | 10 |
|        |      |                              | 12 |

## Section VII: Faculty

The School of Applied Sciences, Technology & Education has broad expertise in the Career and Technical Education as well as existing specific expertise to support a business education degree program. The table below shows faculty with general expertise in Career and Technical Education areas followed by the faculty who have expertise/credentials related directly to Business Education.

| ASTE CTE                  | Faculty           | Teach | Res | Ext | Serv | Admin | Degree | University                                      |
|---------------------------|-------------------|-------|-----|-----|------|-------|--------|-------------------------------------------------|
|                           | Richard Beard     | 8     |     | 76  | 8    |       | PhD    | Texas A&M Univ, Extension Ed.                   |
|                           | Kelsey Hall       | 65    | 30  |     | 5    |       | EdD    | Texas Tech Univ, Agric. Ed.                     |
|                           | Rebecca Lawver    | 65    | 30  |     | 5    |       | PhD    | Univ of Missouri, Agric. Ed.                    |
|                           | Bruce Miller      | 20    |     |     | 5    | 75    | PhD    | Iowa State Univ, Agric. Ed.                     |
|                           | Michael Pate      | 65    | 30  |     | 5    |       | PhD    | Iowa State Univ, Agric. Ed.                     |
|                           | Edward Reeve      | 65    | 25  |     | 10   |       | PhD    | Ohio State Univ, Ind. Tech. Ed.                 |
|                           | Lindsey Shirley   | 70    |     | 25  | 5    |       | PhD    | Iowa State Univ, Family & Consumer Sciences Ed. |
|                           | Debra Spielmaker  | 60    |     | 35  | 5    |       | PhD    | USU, Curriculum & Inst.                         |
|                           | Denise Stewardson |       |     | 90  | 10   |       | MA     | Univ of Maryland, Industrial Arts Ed.           |
|                           | Gary Stewardson   | 65    | 30  |     | 5    |       | PhD    | Univ of Maryland, Industrial Arts Ed.           |
|                           | Brian Warnick     | 70    | 25  |     | 5    |       | PhD    | Oregon State Univ. Education                    |
|                           | Julie Wheeler     | 95    |     |     | 5    |       | MS     | USU, Home Economics & Consumer Education        |
| <b>Business Education</b> |                   |       |     |     |      |       |        |                                                 |
|                           | Dan Allen         | 70    |     |     | 30   |       | BS     | BYU, Computer Science                           |
|                           | Jared Barrett     | 95    |     |     | 5    |       | PhD    | University of Illinois, Ed Psyc                 |
|                           | Dennis Garner     | 90    |     |     | 10   |       | MS     | BYU, Business Education                         |
|                           | Russell Goodrich  |       |     |     |      |       | MS     | USU. Bus. Info. Sys. & Ed.                      |
|                           | Betty Hassell     | 70    |     |     | 10   | 20    | MS     | USU, Instructional Tech. Teaching Certification |
|                           | Eric Mantz        | 90    |     |     | 10   |       | MS     | USU, Bus. Info. Sys. & Ed.                      |
|                           | Henning Olsen     | 90    |     |     | 10   |       | EdD    | BYU, Educational Leadership                     |
|                           | James Powell      | 95    |     |     | 5    |       | MS     | USU, Computer Science                           |
|                           | Robert Powell     | 95    |     |     | 5    |       | BA     | Weber State Univ, Psychology                    |
|                           | Elaine Youngberg  | 90    |     |     | 10   |       | EdD    | USU, Education                                  |
|                           | TBA               | 90    |     |     | 10   |       | Ph/EdD |                                                 |

### References

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Ingersoll, R., & Merrill, L. (2010). The Changing Face of the Teaching Force. @*PennGRE*, 3-10.  
USDA Economic Research Service - State Data. (n.d.). Retrieved from United States Department of Agriculture:

<http://www.ers.usda.gov/data-products/state-fact-sheets/state-data.aspx?StateFIPS=49&StateName=Utah#.Uvk7HLQy3f0>

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