

Rochester INSTITUTE OF TECHNOLOGY

Minor Program proposal form

SAUNDERS college

**Certifying Academic Unit: Saunders College**

**Name of Minor:** Finance

**Brief description of the minor to be used in university publications**

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| The finance minor provides foundational courses in corporate finance and investments and allows students to choose from an array of more advanced courses. |

**1.0 Minor Program Approvals**

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|  | Approval request date: | Approval granted date: |
| Academic Unit Curriculum Committee | 12/06/11 | 01/07/12 |
| College Curriculum Committee | 01/07/12 | 04/04/12 |
| Inter-College Curriculum Committee | 05.04/12 | 05/14/12 |

**2.0 Rationale:**

A minor at RIT is a related set of academic courses consisting of no fewer than 15 semester credit hours leading to a formal designation on a student's baccalaureate transcript

How is this set of academic courses related?

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| The minor in finance is designed to provide certain foundational courses and to allow choice in electives. Students can custom the minor to meet their needs. |

**3.0 Multidisciplinary involvement:**

If this is a multidisciplinary minor spanning two or more academic units, list the units and their role in offering and managing this minor.

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| The minor requires a course in accounting, a building block for most finance courses. |

**4.0 Students ineligible to pursue this minor:**

The purpose of the minor is both to broaden a student's college education and deepen it in an area outside the student’s major program. A minor may be related to and complement a student’s major, or it may be in a completely different academic/professional area.   It is the responsibility of the academic unit proposing a minor and the unit’s curriculum committee to indicate any home programs for which the minor is not a broadening experience.

Please list below any home programs whose students will not be allowed to pursue this minor, provide the reasoning, and indicate if this exclusion has been discussed with the affected programs:

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| Finance majors in the Saunders College cannot minor in finance; no other exclusions. |

**5.0 Minor Program Structure, Sequence and Course Offering Schedule:**

Describe the structure of the proposed minor and list all courses, their anticipated offering schedule, and any prerequisites.

* All minors must contain at least fifteen semester credit hours;
* Minors may be discipline-based or interdisciplinary;
* In most cases, minors shall consist of a minimum of two upper division courses (300 or above) to provide reasonable breadth and depth within the minor;
* As per New York State requirements, courses within the minor must be offered with sufficient frequency to allow students to complete the minor within the same time frame allowed for the completion of the baccalaureate degree;
* Provide a program mask showing how students will complete the minor.

Narrative of Minor Program Structure:

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| The minor consists of two required courses and three finance electives. The two required courses are the following foundational courses: an introduction to financial accounting and an introduction to corporate finance. In order to complete the minor, students are asked to select three finance courses, making sure that *at least one of them is at the 300- or- higher level*.  The first required course is ACCT-110. The second is either FINC-220 (recommended) or FINC-120. If students take FINC-220, they will have considerable choices in finance electives. If instead they take FINC-120 (possibly because they do not have the pre-requisites for FINC-220), their choices are severely limited. |

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| --- | --- | --- | --- | --- | --- | --- | --- |
| Course Number & Title | SCH | Required | Optional | Fall | Spring | Annual/Biennial | Prerequisites |
| ACCT 110 Financial Accounting | 3 | X |  | X | X |  | 2nd semester |
| FINC 220 Corporate Finance  OR  FINC 120 Basic Corporate Finance | 3 | X |  | X | X |  | FINC 220: COLA-ECON-201,COS-STAT-145,SCB-ACCT-110  FINC 120: NONE |
| FINC 362 Intermediate Investments | 3 |  | X | X | X |  | SCB-FINC-220 |
| FINC 120 Personal Financial Management | 3 |  | X | X | X |  | None |
| FINC 352 Managing Assets and Liabilities | 3 |  | X | X | X |  | FINC 220 Corporate Finance |
| FINC 359 Financing New Ventures | 3 |  | X | X | X |  | None |
| FINC 361 Financial Institutions and Markets | 3 |  | X |  |  | X | FINC-220 Corporate Finance  OR  FINC-120 Basic Corporate Finance |
| FINC 420 Finance in a Global Environment | 3 |  | X |  |  | X | FINC-220 Corporate Finance |
| FINC 430 Advanced Corporate Financial Planning | 3 |  | X |  | X |  | FINC-352 Managing Assets and Liabilities |
| FINC 460 Financial Analysis and Modeling | 3 |  | X | X | X |  | FINC-352 Managing Assets and Liabilities |
| FINC 470 Introduction to Options and Futures | 3 |  | X | X | X |  | FINC-220 Corporate Finance |
| FINC-489 Seminar in Finance | 3 |  | x |  |  |  | Depends on topic |
| FINC-599 Independent Study Finance |  |  | x |  |  |  | Authorized-but not to be published |

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| Total credit hours: | 15 |

Note: New FINC courses will automatically be included as electives in the minor unless specifically indicated otherwise by the discipline and/or  Undergraduate Curriculum Committee, with approval of the Dean.

**Minor Course Conversion Table: Quarter Calendar and Semester Calendar Comparison**

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| **Directions: The tables on this page will be used by the registrar’s office to aid student’s transitioning from the quarter calendar to the semester calendar.**  **If this minor existed in the quarter calendar and is being converted to the semester calendar please complete the following tables.**  **If this is a new minor that did not exist under the quarter calendar do not complete the following tables.**  Use the following tables to show minor course comparison in quarter and semester calendar formats. Use courses in the (2011-12) minor mask for this table. Display all required and elective minor courses. If necessary clarify how course sequences in the quarter calendar convert to semesters by either bracketing or using some other notation. |

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| --- | --- |
| Name of Minor in Semester Calendar: | Finance |
| Name of Minor in Quarter Calendar: | Finance |
| Name of Certifying Academic Unit: | E. Philip Saunders College of Business |

**QUARTER: Current Minor Courses**

**SEMESTER: Converted Minor Courses**

| **QUARTER: Current Minor Courses** | | | **SEMESTER: Converted Minor Courses** | | |  |
| --- | --- | --- | --- | --- | --- | --- |
| Course # | Course Title | QCH | Course # | Course Title | SCH | **Comments** |
| 0101-301 | Financial Accounting | 4 | ACCT 110 | Financial Accounting | 3 |  |
| 0104‑350 | Corporate Finance | 4 | FINC 220 | Corporate Finance | 3 |  |
| 0104‑220 | Personal Financial Management | 4 | FINC 120 | Personal Financial Management | 3 |  |
| 0104‑359 | Financing New Ventures | 4 | FINC 359 | Financing New Ventures | 3 |  |
| 0104‑361 | Financial Institutions And Markets | 4 | FINC 361 | Financial Institutions And Markets | 3 |  |
| 0104‑452 | Managing Corporate Assets And Liabilities | 4 | FINC 352 | Managing Assets And Liabilities | 3 |  |
| 0104‑453 | Intermediate Investments | 4 | FINC 362 | Intermediate Investments | 3 |  |
| 0104‑460 | Financial Analysis And Modeling | 4 | FINC 460 | Financial Analysis And Modeling | 3 |  |
| 0104‑504 | Finance In The Global Environment | 4 | FINC 420 | Finance In a Global Environment | 3 |  |
| 0104‑505 | Advanced Corporate Financial Planning | 4 | FINC 430 | Advanced Corporate Financial Planning | 3 |  |
| 0104‑520 | Introduction To Options And Futures | 4 | FINC 470 | Introduction To Options And Futures | 3 |  |
| 0104‑554 | Seminar In Finance | 4 | FINC 489 | Seminar In Finance | 3 |  |

Policy Name: **D1.1 MINORS POLICY**

 1. Definition

A minor at RIT is a related set of academic courses consisting of no fewer than 15 semester credit hours leading to a formal designation on a student's baccalaureate transcript.

The purpose of the minor is both to broaden a student's college education and deepen it in an area outside the student’s major program. A minor may be related to and complement a student’s major, or it may be in a completely different academic/professional area.   It is the responsibility of the academic unit proposing a minor and the unit’s curriculum committee to indicate any home programs for which the minor is not a broadening experience.

In most cases, minors shall consist of a minimum of two upper division courses to provide reasonable breadth and depth within the minor.

2. Institutional parameters

1. Minors may be discipline-based or interdisciplinary;
2. Only matriculated students may enroll in a minor;
3. At least nine semester credit hours of the minor must consist of courses not required by the student's home program;
4. Students may pursue multiple minors.  A minimum of nine semester credit hours must be designated towards each minor; these courses may not be counted towards other minors;
5. The residency requirement for a minor is a minimum of nine semester credit hours consisting of RIT courses (excluding "X" graded courses);
6. Posting of the minor on the student's academic transcript requires a minimum GPA of 2.0 in each of the minor courses;
7. Minors may not be added to the student's academic record after the granting of the bachelor's degree.

3. Development/approval/administration processes

* 1. Minors may be developed by faculty at the departmental, inter-departmental, college, or inter-college level. As part of the minor development process:
     1. students ineligible for the proposed minor will be identified;
     2. prerequisites, if any, will be identified;
  2. Minor proposals must be approved by the appropriate academic unit(s) curriculum committee, and college curriculum committee(s), before being sent to the Inter-College Curriculum Committee (ICC) for final consideration and approval.
  3. The academic unit offering the minor (in the case of interdisciplinary minors, the designated college/department) is responsible for the following:
     1. enrolling students in the minor (as space permits);
     2. monitoring students progress toward completion of the minor;
     3. authorizing the recording of the minor's completion on student's academic records;
     4. granting of transfer credit, credit by exam, credit by experience, course substitutions, and advanced placement;
     5. responding to student requests for removal from the minor.
  4. As per New York State requirements, courses within the minor must be offered with sufficient frequency to allow students to complete the minor within the same time frame allowed for the completion of the baccalaureate degree.

4. Procedures for Minor revision

It is the duty of the college curriculum committee(s) involved with a minor to maintain the program’s structure and coherence.  Once a minor is approved by the ICC, changes to the minor that do not have a significant effect on its focus may be completed with the approval of the involved academic unit(s) and the college curriculum committee(s).  Significant changes in the focus of the minor must be approved by the appropriate academic unit(s) curriculum committee(s), the college curriculum committee(s) and be resubmitted to the ICC for final consideration and approval.