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| **School or Division** | School of Business and Technology |
| **Program or Certificate or** | Choose an item. |
| **New degree or certificate program** | Financial Services Management |
| **Proposed by (faculty only)** | Prof. David Hoffman |
| **Presenter (faculty only)** | Prof. David Hoffman |
| Note that the presenter (faculty) listed above must be present at the Curriculum Committee meeting or the proposal will be returned to the School or Division and must be submitted for a later date. | |
| **Submission date** | 11/23/2015 |
| **Course prefix, number, and title** | BAN 1004, Principles of Banking/Credit Union Operations |

**Section I, New Course Information (must complete all items)**

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| **List School or Division** | School of Business and Technology |
| **List course prerequisite(s) and minimum grade(s)(must include minimum grade if higher than a “D”)** | No prerequisite  Minimum grade of D |
| **Will students be taking any of the prerequisites listed for this course in different parts of the same term (ex. Term A and Term B)** | No |
| **List course corequisites** | None |
| **Is any corequisite for this course listed as a corequisite on its paired course?**  (Ex. CHM 2032 is a corequisite for CHM 2032L, and CHM 2032L is a corequisite for CHM 2032) | No  N/A |
| **Course credits or clock hours** | 3 |
| **Contact hours (faculty load)** | 3 |
| **Select grade mode** | Standard Grading (A, B, C, D, F) |
| **Credit type** | College Credit |
| **Course description** (provide below) | |
| This course provides a comprehensive introduction to the diversified services and operations in retail financial services such as banks and credit unions.The purpose, economic function, history, evolution, services, and trends of banks and credit unions are explored using the documents, language, and common practices of the industry. | |

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| **General topic outline** (type in outline below) |
| * History, economic context, structure, and operation of banks/credit unions * Retail personal and business products and services offered by banks and credit unions, including deposit accounts, loans, credit card processing, and related services * Trusts, investment services, and insurance * Funds management * Federal regulations that apply to banks and credit unions * Customer service skills and financial services employee professionalism * Benefits of financial products and services offered by the bank/credit union |

**Learning Outcomes:**For information purposes only. Type in all learning outcomes, assessments, and general education competencies as they should be displayed in the syllabus. More rows can be added if necessary.

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| **Learning Outcomes** | **Assessments** | **General Education Competencies** |
| Describe the history, economic context, structure, and operation of banks/credit unions | Exams, Quizzes, Papers, and Presentations |  |
| Describe retail personal and business products and services offered by banks and credit unions including trusts, investment products, and insurance |  |
| Explain funds management |  |
| Enumerate and define key federal banking regulations |  |
| Describe customer service and sales skills and practices | COM |

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| **ICS code for this course** | ADVANCED AND PROFESSIONAL - 1.15.05 - BUSINESS AND MANAGEMENT |
| **Should any major restriction(s) be listed on this course? If so, select "yes" and list the appropriate major restriction code(s) or select "no".** | No  N/A |
| **Is the course an “International or Diversity Focus” course?** | No, not International or Diversity Focus |
| **Is the course a General Education course?** | No |
| **Is the course a Writing Intensive course?** | No |
| **Is the course repeatable\*?**  (A repeatable course may be taken more than one time for additional credits. For example, MUT 2641, a 3 credit hour course can be repeated 1 time and a student can earn a maximum of 6 credits).  \*Not the same as Multiple Attempts or Grade Forgiveness | No  N/A |
| **Do you expect to offer this course three times or less (experimental)?** | No |

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| **Impact of Course Proposal** | |
| **Will this new course proposal impact other courses, programs, departments, or budgets?** | No |
| **If the answer to the question above is “yes”, list the impact on other courses, programs, or budgets?** | N/A |
| **Have you discussed this proposal with anyone (from other departments, programs, or institutions) regarding the impact? Were any agreements made? Provide detail information below.** | |
| Discussed overall Financial Services Management program with Suncoast Credit Union to ensure program would meet the industry need. | |

**Section II,Justification for proposal**

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| **Provide justification (below) for this proposed curriculum action** |
| This course is necessary to meet the outcomes enumerated in the state curriculum framework. Each of the outcomes has been mapped to a course and several of the outcomes map to this proposed course. |

**Section III, Important Dates and Endorsements Required**

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| **List all faculty endorsements below. (Note that proposals will be returned to the School or Division if faculty endorsements are not provided).** |
| Prof. David Hoffman  Prof. Alisa Callahan  Prof. Leroy Bugger  Prof. Bill Van Glabek  Dr. Tim Lucas |

**nOTE:**Changes for the Fall 2016term must be submitted to the Dropbox by the February 5, 2016 deadline and approved no later than the March 4, 2016 Curriculum Committee meeting. Changes during mid-school year are NOT permitted. Extreme circumstances will require approval from the appropriate Dean or Associate Vice President as well as the Provost and Vice President of Academic Affairs to begin in either theSpring2016 or Summer 2016 term.

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| **Term in which approved action will take place** | Fall 2016 |

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| **Required Endorsements** | **Type in Name** | **Select Date** |
| **Department Chair or Program Coordinator/Director** | Prof. David Hoffman | 11/23/2015 |
| **Academic Dean or Associate Vice President** | Dr. John Meyer | 11/23/2015 |

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| **Select Curriculum Committee Meeting Date** | February 5, 2016 |

Completed curriculum proposals must be uploaded to Dropbox by the deadline. Please refer to the *Curriculum Committee Calendar* document available in the document manager in the FSW Portal:

* Document Manager
* VP Academic Affairs
* Curriculum Process Documents

**Important Note to Faculty, Department Chairs or Program Coordinators, and Deans or an Associate Vice President:**

Incomplete proposals or proposals requiring corrections will be returned to the School or Division. If a proposal is incomplete or requires multiple corrections, the proposal will need to be completed or corrected and **resubmitted to the Dropbox for the next Curriculum Committee meeting**. All Curriculum proposals require approval of the Provost and Vice President of Academic Affairs. Final approval or denial of a proposal is reflected on the completed and signed Summary Report.