

ORIGINATOR'S SECTION:		
1. College: <input type="checkbox"/> CHABSS <input checked="" type="checkbox"/> CoBA <input type="checkbox"/> CoEHHS <input type="checkbox"/> CSM	Desired Term and Year of Implementation (e.g., Fall 2008): Fall 2019	
2. Current Course abbreviation and Number: BUS 495		

TYPE OF CHANGE(S). Check all that apply.

Course Number Change	<input type="checkbox"/>	Delete Prerequisite	<input type="checkbox"/>	Other Prerequisite Change	<input type="checkbox"/>
Course Title Change	<input type="checkbox"/>	Add Corequisite	<input type="checkbox"/>	Grading Method Change	<input type="checkbox"/>
Unit Value Change	<input type="checkbox"/>	Delete Corequisite	<input type="checkbox"/>	Mode of Instruction Change (C/S Number)	<input type="checkbox"/>
Description Change	<input type="checkbox"/>	Add Consent for Enrollment	<input checked="" type="checkbox"/>	Consider for G.E. If yes, also fill out appropriate GE form.	<input type="checkbox"/>
Add Prerequisite	<input type="checkbox"/>	Delete Consent for Enrollment	<input type="checkbox"/>	Cross-list	<input type="checkbox"/>

Information in this section— both current and new — is required only for items checked () above.

NEW INFORMATION:

CURRENT INFORMATION:	Course abbreviation and Number:
3. Title:	Title: <i>(Titles using jargon, slang, copyrighted names, trade names, or any non-essential punctuation may not be used.)</i>
4. Abbreviated Title for Banner <i>(no more than 25 characters):</i>	Abbreviated Title for PeopleSoft: <i>(no more than 25 characters, including spaces)</i>
5. Number of Units:	Number of Units:
6. Catalog Description:	Catalog Description: <i>(Not to exceed 80 words; language should conform to catalog copy. Please consult the catalog for models of style and format; include all necessary information regarding consent for enrollment, pre- and/or corequisites, repeated enrollment, crosslisting, as detailed below. Such information does <u>not</u> count toward the 80-word limit.)</i>

7. Mode of Instruction* (See pages 17-23 at <http://www.calstate.edu/cim/data-elem-dic/APDB-Transaction-DED-SectionV.pdf> for definitions of the Course Classification Numbers)

Type of Instruction	Number of Credit Units	Instructional Mode (Course Classification Number)	Type of Instruction	Number of Credit Units	Instructional Mode (Course Classification Number)
Lecture			Lecture		
Activity			Activity		
Lab			Lab		

8. Grading Method:* <input type="checkbox"/> Normal (N) <i>(Allows Letter Grade +/-, and Credit/No Credit)</i> <input type="checkbox"/> Normal Plus Report-in-Progress (NP) <i>(Allows Letter Grade +/-, Credit/No Credit, and Report-in-Progress)</i> <input type="checkbox"/> Credit/No Credit Only (C) <input type="checkbox"/> Credit/No Credit or Report-in-Progress Only (CP)	Grading Method:* <input type="checkbox"/> Normal (N) <i>(Allows Letter Grade +/-, and Credit/No Credit)</i> <input type="checkbox"/> Normal Plus Report-in-Progress (NP) <i>(Allows Letter Grade +/-, Credit/No Credit, and Report-in-Progress)</i> <input type="checkbox"/> Credit/No Credit Only (C) <input type="checkbox"/> Credit/No Credit or Report-in-Progress Only (CP)
--	---

9. If the NP or CP grading system was selected, please explain the need for this grade option.

10. Course Requires Consent for Enrollment? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Faculty <input type="checkbox"/> Credential Analyst <input type="checkbox"/> Dean <input type="checkbox"/> Program/Department/Director/Chair	Course Requires Consent for Enrollment? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Faculty <input type="checkbox"/> Credential Analyst <input type="checkbox"/> Dean <input type="checkbox"/> Program/Department/Director/Chair
---	--

*If Originator is uncertain of this entry, please consult with Program Director/Chair.

CURRENT INFORMATION:

NEW INFORMATION:

11. Course Can be Taken for Credit More than Once? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, how many times (including first offering)	Course Can be Taken for Credit More than Once? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, how many times (including first offering)
12. Is Course Cross Listed: <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, indicate which course	Is Course Cross-listed? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, indicate which course and check "yes" in item #17 below.
13. Prerequisite(s):	Prerequisite(s):
14. Corequisite(s):	Corequisite(s):
15. Documentation attached: <input type="checkbox"/> Syllabus <input type="checkbox"/> Detailed Course Outline	

PROGRAM DIRECTOR/CHAIR - COLLEGE CURRICULUM COMMITTEE SECTION:

(Mandatory information – all items in this section must be completed.)

16. Does this course fulfill a requirement for any major (i.e. core course or elective for a major, majors in other departments, minors in other departments)? Yes No

If yes, please specify:

Bachelor of Science in Business Administration

17. Does this course change impact other discipline(s)? *(If there is any uncertainty as to whether a particular discipline is affected, check "yes" and obtain signature.)* Check "yes" if the course is cross-listed. Yes No
 If yes, obtain signature(s). Any objections should be stated in writing and attached to this form.

 Discipline _____ Support _____ Oppose
 Signature _____ Date _____


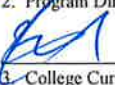
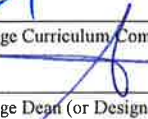
 Discipline _____ Support _____ Oppose
 Signature _____ Date _____

18. Reason(s) for changing this course:

The students learning outcomes of this course have been revised. Students will work with Director of Student Success and Executive in Residents to complete the business professional development activities prior to taking this course.

SIGNATURES : (COLLEGE LEVEL) :

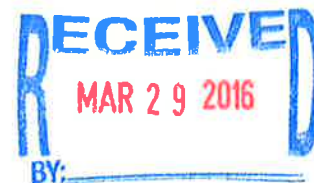
(UNIVERSITY LEVEL)

Robert Aboolian 3/29/16
 1. Originator (Please Print) Date
 3/29/16
 2. Program Director/Chair Date
 3/29/16
 3. College Curriculum Committee Date
 3/29/16
 4. College Dean (or Designee) Date

 5. UCC Committee Chair Date

 6. Vice President for Academic Affairs (or Designee) Date

 7. President (or Designee) Date



BUS 495 – Senior Experience

Syllabus – SPRING 2016

San Marcos Campus

<p>Professor: Ed Ashley College of Business Administration California State University, San Marcos</p> <p>Office Phone: 760-750-4266</p> <p>E-Mail: eashley@csusm.edu Please put "BUS 495" at front of your subject line</p> <p>Office: MARK 422 (by appointment only)</p>	<p>Course: BUS 495 – Senior Experience</p> <p>Meeting Times: Thursday (5:30pm-9:20pm) or Friday (2:00pm-5:50pm)</p> <p>Dates: January 28 or 29 February 4 or 5 April 21 or 22</p> <p>Location: MARK 125</p> <p>Advisor: <i>to be assigned</i></p>
---	---

Course Overview:

BUS 495, or Senior Experience, is the capstone of all your previous work. The goal of this course is to demonstrate the skills you have acquired throughout your education and within the Business Professional Development modules 1 and 2, which must be completed prior to taking this course. The idea behind the program is to prepare you for the working world, your next step after college. Senior Experience is a program where you have the opportunity to apply everything you've learned. Senior Experience is not just another class. The workload required is much more intense than typical courses. It is a real-world example of working on a team to complete a project. This experience is as close to the real working world of interdisciplinary teams as possible. So, work hard and embrace the experience.

Course Description:

The course consists of the following activities: review of problem identification, primary and secondary research, problem solving, critical thinking, consultation, project management, and strategies for team effectiveness. Following formation of teams and project assignment, members prepare a number of documents for their Senior Experience project.

Textbook:

M. J. Polonsky and D. S. Waller, Third Edition of *Designing and Managing a Research Project: A Business Student's Guide*. Sage Publications, Inc. 2015. ISBN 978-1-4522-7656-4.

BUS 495 – Senior Experience

Syllabus – SPRING 2016

San Marcos Campus

Students *must* also have access to a text messaging cell phone, smart phone, **or** wi-fi-enabled laptop with browser to be used in class; these will be used to take in-class attendance.

Course Objectives:

This course serves two purposes, the first of which is to prepare you with the individual and team skills necessary to complete the team-based project you will be assigned. The second is to enable you to successfully complete the Senior Experience project with your team. Among the desired outcomes of the class are:

- To review and apply team process concepts to form a functional Senior Experience team
- To review and apply research skills that will help you successfully undertake your Senior Experience project
- To learn project management concepts that will help your team manage progress on your project
- To learn how to write a professional Letter of Engagement outlining the approach to completing your project.
- To successfully complete your project.
- To successfully formulate and deliver a team-based presentation about your project.
- To successfully organize, implement, and staff a Trade Show booth for your project.
- Evaluate self (e.g., interests, values, strengths, skills) and occupational knowledge and generate appropriate corresponding career paths in the form of a career action plan.
- Write professional documents (i.e., resume, cover letter) and tailor them to the specific positions they seek.
- Apply appropriate business behavior and practices in formal professional situations.

University Writing Requirements:

CSUSM has established a 2500-word writing requirement for each course. To meet this requirement, each student in this course will complete the individual and group writing assignments described in this course outline.

ADA Statement:

Students with disabilities who require reasonable accommodations must be approved for services by providing appropriate and recent documentation to the Office of

BUS 495 – Senior Experience

Syllabus – SPRING 2016

San Marcos Campus

Disabled Student Services (DSS). This office is located in Craven Hall 5205, and can be contacted by phone at (760) 750-4905, TTY (760) 750-4909, or via email at dss@csusm.edu. Students authorized by DSS to receive reasonable accommodations should request a meeting with the instructor outside of class to ensure confidentiality.

NOTE: It is strongly recommended that if you are in need of – or are using – DSS, that you should notify your Advising Professor.

BUS 495 – Senior Experience

Syllabus – SPRING 2016

San Marcos Campus

Academic Honesty¹

Students will be expected to adhere to standards of academic honesty and integrity, as outlined in the Student Academic Honesty Policy. All written work and oral presentation assignments must be original work. All ideas/material that are borrowed from other sources must have appropriate references to the original sources. Any quoted material should give credit to the source and be punctuated with quotation marks.

Students are responsible for honest completion of their work including examinations. There will be no tolerance for infractions. If you believe there has been an infraction by someone in the class, please bring it to the instructor's attention. The instructor reserves the right to discipline any student for academic dishonesty, in accordance with the general rules and regulations of the university. Disciplinary action may include the lowering of grades and/or the assignment of a failing grade for an exam, assignment, or the class as a whole.

NOTE: All materials submitted for a grade in this course are subject to review by plagiarism detection systems such as Turnitin.com.

Any plagiarism found will result in an automatic grade of "F" for this course, and will be reported to the Dean of Students for disciplinary action. Each team member is held jointly and individually responsible for all team materials submitted for grading. See <http://www.turnitin.com/> for additional information about Turnitin.com.

¹ From CSUSM Senate Resolution on Syllabus Guidelines GEC 277-04

continues on next page

BUS 495 – Senior Experience

Syllabus – SPRING 2016

San Marcos Campus

Grading Policy:

- A: 90-100%
- B: 80-89%
- C: 70-79%
- D: 60-69%
- F: 0-59%

Please note that there are no +/- grades. Late work will not be accepted. A grade of C (2.0) or better is required for a student to pass BUS 495.

NOTE: Attendance at all class sessions is **MANDATORY**, and attendance will be taken during each meeting. If you miss any of these attendance verifications/ meetings your ability to complete BUS 495 will be put in jeopardy.

Cell phones should be turned off or put on silent ring or vibrate. Phone calls should not be made or taken during the class period. If there is an emergency situation that prevents you from adhering to this policy, please see your instructor to discuss it in advance.

Graded Items:

<u>Business Professional Development Modules 1 & 2</u>	25	} 20% of your grade
Participation ^a	5	
Quizzes	20	
Team Contract	10	
Industry Analysis	10	
Company Profile	10	
Letter of Engagement	10	
BAT	<u>10</u>	
TOTAL	100	
Project Paper	40	} 80% of your grade
Project Presentation	20	
Peer Evaluation and Surveys	25	
Trade Show Planning, and Participation	<u>15</u>	
TOTAL	100	

^a Participation is MANDATORY

BUS 495 – Senior Experience

Syllabus – SPRING 2016

San Marcos Campus

SCHEDULE

DATE	Topic	Note / Assignment
	<i>Before the first class:</i>	Complete Business Professional Development modules 1 & 2 Read Chapters 1-6 Complete Quiz 1 (see due date in Assignment Sheet) Review “Before Class 1” materials, videos and “Library Resource” videos
Session 1 Jan 28 or 29	Overview BUS 495 Team Formation / Project Matching Team Contract Review Required Forms/Documents Timeline Review	Read Chapters 7-11 Complete Quiz 2 (see due date in Assignment Sheet) Teams MUST Be Formed <u>Before</u> Session 2
Session 2 Feb 4 or 5	Library Management Career Center Company Profile Industry Analysis Letter of Engagement	Read Chapters 12-15 Complete Quiz 3 (see due date in Assignment Sheet) Contact Advisor Contact Sponsor
Session 3 Apr 21 or 22	Presentation Prep Trade Show Prep Business Assessment Test (BAT) Elevator Pitch	Prep for Presentation Finalize your project paper Prep for Trade Show Practice, Practice, Practice!!!
May 2 - 6	Finish Project Paper Complete Presentation Prepare for Trade Show Practice, Practice, Practice	One copy of paper submitted via TurnItIn; another copy emailed to seniorexperience@csusm.edu. Two hard copies of the presentation <u>after</u> your advisor approves your printing it. One will go to your advisor and the other to the sponsor at the presentation.
May 9 - 12	PRESENTATION WEEK	
May 17	Business Networking Reception TRADE SHOW	5:30pm – 7:00pm (no students) 7:00pm – 8:30pm
	<i>After the Trade Show:</i>	Complete Peer Evaluation Complete surveys