

PROGRAM COMPONENT (Group B) OR NON-SUBSTANTIVE MINOR REQUEST FORM (Short Form)

Instructions: Please use one form for each request/action. Clearly mark all changes using either (1) Track Change or (2) strikethroughs for deletions and underlines for additions. Following the approval of the appropriate college curriculum committee, the **department chair** will e-mail the completed form to gracemiller@uidaho.edu.

Deadline: This form must be submitted by October 1 for inclusion in the next available General Catalog and to be available for scheduling beginning with the next summer session.

When applicable, a Curriculum Change Form and Course Approval Forms must accompany the short form.

Submission Information

This section must be completed

Dept Chair Name:	Scott Metlen	Email:	metlen@uidaho.edu
College:	College of Business and Economics		
Department/Unit:	Business		
Dept/Unit Approval Date:	9/12/2017	Vote Record:	unanimous
College Approval Date:	9/28/17	Vote Record:	22-0
Primary Point of Contact:	Daniel M. Eveleth	Email:	eveleth@uidaho.edu
Briefly describe the change you are requesting:	We would like to offer a certificate program entitled Trading and Capital Management. This would use existing courses and seminars. It would not require additional staff or funding.		

What is the financial impact of the requested change?

Greater than \$250,000 per FY:	<input type="checkbox"/>	Less than \$250,000 per FY:	<input checked="" type="checkbox"/>
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****Note: If financial impact is greater than \$250,000, you must complete a Program Proposal form.**

Describe the financial impact: None.

Rationale for Program Component Request or Name Change

This section must be completed

Explain the change you are requesting, and provide a rationale for this request. Include an explanation of how the department will manage the added workload for a new program component; describe whether the program component curriculum and admissions requirements remain the same; describe the rationale for a name change or degree designation change, if applicable.

The Barker Trading and Capital Management Program has been offered by the College of Business and Economics since 2004 and has grown considerably. It is now a collaborative program between the CBE and the College of Agricultural and Life Sciences. This certificate will enhance the marketability of the program to students, and will provide tangible evidence of students' accomplishments that will enhance their value in the job market. The Trading and Capital Management certificate would use existing courses and seminars. It would not require added workload or changes to any other curriculum or degree requirements. As noted in the "Program Component Request" section of this form, there are no new courses being created in order to offer this certificate. However, because Agricultural Economics faculty have been teaching a special topics course (i.e., AgEcon 404 Commodity Merchandising) that would be a useful elective option for certificate students, and because CALS had plans to submit a proposal this year to make the course permanent, we chose to add the proposed course to this proposal. If for any reason the AgEcon proposal is not submitted or is not approved we would strike the course (AgEcon 466) from the elective list on this proposal.

Name or Degree Change Only Requests

Leave blank if not making a name and/or degree change only request

This section to be completed **ONLY** for changes to the name of: degree, major, minor, option, emphasis, certificate, teaching endorsement.

Current Name:	
New Name:	

Current Degree:	
New Degree:	
Other Details:	
Effective Date:	

Please indicate if any course or curriculum changes are occurring as a result of this name or degree change request: Yes No
 If there are accompanying curriculum or course changes, complete the next section and attach the curriculum and/or course forms.

****Note:** A substantive change to a program degree, major, or program component may require a program proposal form.

Please indicate whether 25% or more of the program learning outcomes are changing: Yes No

****Note:** If you answered YES to this question, complete the table below:

	List Old Learning Outcomes	New Learning Outcome, if changed (if no change, write N/A and move to next outcome)	New Direct Measure (list student work product and explain how it will be evaluated)	Have you updated the assessment cycle to include this change? (yes/no)
SLO#1				
SLO#2				
SLO#3				
SLO#4				
SLO#5				

Program Component Request

Leave blank if not adding, discontinuing, or modifying a program component. Program components consist of option, emphasis, minor, academic certificate less than 30 credits, or teaching endorsement

Clearly mark all changes to existing program components by using either (1) Track Change or (2) strikethroughs for deletions and underlines for additions. A curriculum change form and/or course approval forms associated with this request are required to be submitted with this short form.

X	Create New		Discontinue	Implementation Date:	Fall 2018
	Graduate Level	X	Undergraduate Level	Law Level	Credit Requirement: 12 credits
Are new courses being created: (circle your response)				No	<input checked="" type="checkbox"/> Yes
				If yes, how many courses will be created:	1

If the request is for an option or emphasis, enter the associated major and degree:

Major:		52.0801:		Degree:	
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Enter the name of the program component in the appropriate row:

Option:	
Emphasis:	
Minor:	
Academic Certificate less than 30 credits:	Trading and Capital Management
Teaching Endorsement (Major/Minor):	

Provide a summary/description of the program component using 50 words or less:

The program will use both traditional course and seminar formats to provide students with an experiential learning based curriculum that combines theory and practice. Students will be required to have at least 3 seminar credits offered by the Barker Trading and Capital Management Program and focused on real-capital management. NOTE: A complete list of certificate requirements is included at the end of this document.

Learning Outcomes and Assessment Information

This section must be completed if program component request section is completed

1. List the intended learning outcomes for the program component. Use learner centered statements that indicate what will students know, be able to do, and value or appreciate as a result of completing the program:

The learning outcomes include, but are not limited to the following.

- Understand the structure of financial markets and trade execution.
- Understand how risk is measured and managed by traders and institutional investors.
- Perform fundamental and technical analysis of markets.
- Analyze the relationships across various capital markets.
- Learn to use Bloomberg and other data resources to generate information on investment opportunities.
- Identify trading opportunities and develop appropriate trading strategies to capitalize on these opportunities in a time sensitive environment.
- Understand and apply capital management theory and practice from a portfolio allocation perspective. This includes asset allocation strategies, identifying and analyzing investment opportunities, and risk management.
- Understand and apply capital management theory and practice of an individual capital account. This includes the use of derivative positions for risk management.

2. Describe the assessment process that will be used to evaluate how well students are achieving the intended learning outcomes of the program component:

The assessment process happens at two levels. The first is for the traditional courses in the curriculum. For these courses a combination of lab assignments, exams, term papers, and projects is used to assess the level and progress of students' learning outcomes. The timing of these assessments is discussed in item 5 below.

The second level of assessment occurs in the seminars offered by the Barker Capital Management and Trading Program in which students actively manage real-capital portfolios. Students must present research and recommendations to their peers and professors. They must also implement capital management strategies and report on their results. Students use Kolb's experiential learning cycle for their process, which requires them to pursue a learning loop with four components: concrete experience, reflective observation, abstract conceptualization, and active experimentation.

3. How will you ensure that the assessment findings will be used to improve the program?

The following practices are used:

- Program faculty meet annually with the Barker Advisory Board to review results of the previous year and discuss updates to the program. One of the focus areas is how well the program curriculum is preparing students for careers in the capital markets industry.
- Faculty within the program meet on a periodic basis to review outcomes and discuss updates to the curriculum.
- Faculty of the individual seminars hold end-of-semester focus groups with students to get feedback on their experience, and to generate ideas for improvements.

4. What direct and indirect measures will be used to assess student learning?

As mentioned in item 2 above, assessment measures include lab assignments, exams, term papers, projects, and experiential learning.

5. When will assessment activities occur and at what frequency?

- Lab assignments occur throughout FIN 465 and FIN 466 (about 5 per semester).
- Exams happen 2-3 times per semester for each 3 credit course.
- Term papers are once per semester.
- The number of projects depends on the course. For example, FIN 466 has one major research and analysis project spanning about ½ of the semester, whereas FIN 464 has a series of 4-5 applied projects across the semester.

- The Barker Program seminars require direct mentoring of students, and assessment of the experiential component happens on a nearly continual basis. Markets happen in real-time, and the trades are continual; the mentoring process is tied to this flow of experience for the students.

Distance Education Availability

This section must be completed if program component request section is completed

To comply with the requirements of the Idaho State Board of Education (SBOE) and the Northwest Commission on Colleges and Universities (NWCCU), the University of Idaho must declare whether 50% or more of the curricular requirements of a program may be completed via distance education. **If the program component is to be offered via distance education, additional or different formwork may be required.** Contact provost@uidaho.edu for assistance.

The U.S. Department of Education defines distance education as follows:

Distance education means education that uses one or more of the technologies listed below to deliver instruction to students who are separated from the instructor and to support regular and substantive interaction between the students and the instructor, either synchronously or asynchronously. The technologies may include--

- (1) The internet;
- (2) One-way and two-way transmissions through open broadcast, closed circuit, cable, microwave, broadband lines, fiber optics, satellite, or wireless communications devices;
- (3) Audio conferencing; or
- (4) Video cassettes, DVDs, and CD-ROMs, if the cassettes, DVDs, or CD-ROMs are used in a course in conjunction with any of the technologies listed in paragraphs (1) through (3).

Can 50% or more of the curricular requirements of this program component be completed via distance education?	Yes*		No	X
*If Yes, can 100% of the curricular requirements of this program component be completed via distance education?	Yes		No	

Geographical Area Availability

This section must be completed if program component request section is completed

Identify the geographical area(s) this program component can be completed in:

Moscow	X		
Coeur d'Alene			
Boise*			
Idaho Falls*			
Other**		Location(s):	

*Note: Programs offered in locations other than Moscow may require additional formwork from the State Board of Education. Contact the Office of the Provost and Executive Vice President for additional information.

**Note: If Other is selected, identify the specific area(s) this program component will be offered.

Trading and Capital Management Undergraduate Academic Certificate**Required Courses:**

FIN 465	Introduction to Market Trading	3 cr
FIN 466	Market Trading Strategies	3 cr

One of the following:

FIN 464	Derivatives and Risk Management	3 cr
AGEC 489	Understanding and Using Futures and Options Markets	3 cr

At least 3 credits from the following:

FIN 467	Barker Capital Management Group	1 cr
FIN 468	Market Trading Lab	1 cr
AGEC 466	Commodity Merchandising	1 cr
AGEC 489L	Applied Commodity Market Analysis Lab	1 cr