November 09, 2016

Sarah A. Odum, MA
Curriculum Coordinator
College of Education and Human Ecology Academic Affairs
172 Arps Hall
1945 N High Street Columbus, OH
43210

Dear Sarah,

The members of the Department of Human Sciences undergraduate studies committee unanimously approved the following curriculum proposals at the November 01st meeting:

- changes in the existing Consumer Sciences Minor
- changes in the existing Fashion and Retail Studies Minor
- new minor in Consumer and Family Financial Services
- new minor in Hospitality Management

Letters explaining the revisions in the existing minors and the rational for the new minors are attached.

None of these proposals will require additional resources by the department.

I fully support these proposals.

I hope these proposals can be voted on by the college curriculum committee at its December 2016 meeting.

Let me know if you need anything further from me.

Sincerely,

H. Eugene Folden, Ph.D.
Associate Chair for Curriculum
Associate Professor, Clinical
Chair, Graduate and Undergraduate Studies
Department of Human Sciences
College of Education and Human Ecology
1787 Neil Avenue
129 Campbell Hall
Columbus, OH 43210
614-292-5676
Folden.1@osu.edu
October 18, 2016

Dr. Eugene Folden
Associate Chair, Curriculum
Department of Human Sciences
129 A Campbell Hall
CAMPUS

Dear Dr. Folden,

The faculty in consumer and family financial services propose a revision in the consumer sciences
minor. The revision reduces the requirement for the minor from five 3-credit hour courses totaling
15 credit hours, to four 3-credit hour courses totaling 12 credit hours. The previous minor actually
exceeded the minimum required hours for a minor. The revised minor meets the minimum
required hours, retains the essential content, and enables students to more efficiently earn the
minor. The more focused and efficient minor will likely be more appealing to students.

Name of minor: Consumer Sciences

Proposed implementation date: Autumn 2017

Academic Units responsible for administering the minor program: College of Education and Human Ecology, Department of Human Sciences

Rationale: The proposed change follows from the recent revision of our undergraduate program.
In revising the undergraduate program, CONSCI 3910 Consumer Service & Satisfaction was
removed from the core and the course was withdrawn. As a result, we propose removal of CONSCI
3910 from the Consumer Sciences minor, reducing the requirement for the minor from 15 credit
hours to 12 credit hours.

Student enrollment: The average three-year enrollment in the Consumer Sciences minor is 14
students. The revised minor may have broader appeal to students since students can now complete
a more focused minor more efficiently.
Curricular Requirements:

The existing Consumer Sciences minor advising sheet and the proposed Consumer Sciences minor advising sheet (proposed changes are made using the “track changes” function) are attached.

List of courses required in the minor:

CONSCI 2910 Consumer Problems and Perspectives (3 credits)
Study of common imperfections in the market which manifest themselves in safety, fairness, quality, information, and education concerns for consumers.
Prerequisites: none

CONSCI 3930 Consumer Decision Making I (3 credits)
Contemporary consumer behavior theories and decision-making processes with implications for consumers, marketers, policy makers, and managers in a global economy.
Prerequisites: CONSCI 2910 and Econ 2001.01

CONSCI 3940 The Multicultural Consumer: Methods of Data Analysis (3 credits)
Application of marketing research and statistical analysis using spreadsheet applications to examine multicultural consumers and how diversity impacts consumption, the workplace, and retailer/marketplace responses.
Prerequisites: Stat 1350 or 1430 or 1450 and CES 1111 or 2111

CSCFFS 5130 Solutions to Consumer Problems (3 credits)
Consumer problems are defined and characterized using an economic approach. Private and public solutions to consumer problems are then examined and evaluated.
Prerequisites: CSCFFS 2910 and Econ 2001.01

Minimum credit hours required for completion of the minor: 12 credit hours

Please let me now if any additional information is needed.

Thank you.

On behalf of the faculty in consumer and family financial services,

Catherine P. Montalto
Associate Professor
The minor in consumer sciences consists of a minimum of 12 credit hours. The minor is designed to enable students to understand the consumer/market relationship, with special emphasis on identification and solution of consumer problems. Students must take four 3-credit courses:

- CONSCI 2910 Consumer Problems and Perspectives
- CONSCI 3930 Consumer Decision Making
- CONSCI 3940 The Multicultural Consumer: Methods of Data Analysis
- CSCFFS 5130 Solutions to Consumer Problems

The academic program coordinator in the College of Education and Human Ecology must approve the Minor Program Form. The student must file the approved form with a college or school counselor. For further information about the minor program, contact the college.

Consumer Sciences minor program guidelines

Required for graduation: No

Credit hours required: A minimum of 12 credit hrs. 1000 level courses shall not be counted toward the 12 credit hr minimum.

Transfer credit hours allowed: A maximum of 6

Overlap with the GE: Permitted.

Overlap with the major: Not allowed.

Overlap between minors: Each minor completed must contain 12 unique hours.

Grades required:
- Minimum C- for a course to be listed on the minor.
- Minimum 2.00 cumulative point-hour ratio required for the minor.
- Course work graded Pass/Non-Pass cannot count on the minor.

Minor Approval: The academic program coordinator in the College of Education and Human Ecology must approve the minor. A100 PAES Building, 614-292-9621

Filing the minor program form: The minor program form must be filed with the student’s college/school at least by the time the graduation application is submitted to a college/school counselor.

Changing the minor: Once the minor program is filed in the college office, any changes must be approved by:
- The academic unit offering the minor

Updated 11/7/13 DH
College of Education and Human Ecology  
Department of Human Sciences  
Undergraduate Student Services  
A100 PE Building, 305 W. 17th Ave  
Columbus, OH 43210; 614-292-9261  
http://ehe.osu.edu/

The minor in consumer sciences consists of a minimum of 15 credit hours. The minor is designed to enable students to understand the consumer-market relationship, with special emphasis on identification and solution of consumer problems. Students must take five 3-credit courses:

- **CONSCI 2910** Consumer Problems and Perspectives  
- **CONSCI 3910** Consumer Service and Satisfaction  
- **CONSCI 3930** Consumer Decision Making  
- **CONSCI 3940** The Multicultural Consumer: Methods of Data Analysis  
- **CSCFFS 5130** Solutions to Consumer Problems

The academic program coordinator in the College of Education and Human Ecology must approve the Minor Program Form. The student must file the approved form with a college or school counselor. For further information about the minor program, contact the college.

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**Consumer Sciences minor program guidelines**

**Required for graduation** No

**Credit hours required** A minimum of 15 credit hrs. 1000 level courses shall not be counted toward the 15 credit hr minimum.

**Transfer credit hours allowed** A maximum of 6

**Overlap with the GE** Permitted.

**Overlap with the major** Not allowed and  
- The minor must be in a different subject than the major.  
- The same courses cannot count on the minor and on the major.

**Overlap between minors** Each minor completed must contain 12 unique hours.

**Grades required**  
- Minimum C- for a course to be listed on the minor.  
- Minimum 2.00 cumulative point-hour ratio required for the minor.  
- Course work graded Pass/Non-Pass cannot count on the minor.

**Minor Approval** The academic program coordinator in the College of Education and Human Ecology must approve the minor- A100 PAES Building, 614-292-9621

**Filing the minor program form** The minor program form must be filed with the student’s college/school at least by the time the graduation application is submitted to a college/school counselor.

**Changing the minor** Once the minor program is filed in the college office, any changes must be approved by:
- The academic unit offering the minor
Dear Curriculum Committee,

The Fashion & Retail Studies faculty in the Department of Human Sciences is proposing to revise their current Minor in Fashion & Retail Studies in order to reflect the recent program sheet changes approved by COA in September 2016.

Name of revised minor: Fashion & Retail Studies (FRST)

Proposed implementation date: Autumn 2017

Academic units responsible for administering the minor program: College of Education and Human Ecology, Department of Human Sciences

The goal of the FRST minor is to allow students to obtain a broad understanding of the fashion and retail industry, including market research and product development, trend analysis, textiles and apparel production, and multi-channel distribution (retail, online, resale, etc.) with special emphasis on identification and solution of management problems. We have added the new 2300 Branding course to the first group of courses, and the new 3850 Social Media course to the second group of courses. We have also tidied up prerequisites to match the prerequisite changes we implemented last year for 3471, 3474, 4576 and 4585. We will continue to require courses in two levels (beginning level and upper level) from which students may choose.

The minor in Fashion & Retail Studies would consist of a minimum of 15 credit hours, selected from two different groupings:

Choose 3 courses from the following: (9 credits):
- CSFRST 2300 – Branding in Fashion, Hospitality & Sport Industries (3)
- CSFRST 2370 – Aesthetics of Fashion and Retail (3)
- CSFRST 2371 – Textiles (3)
- CSFRST 2372 -- Appearance, Dress & Cultural Diversity (3)
- CSFRST 2373 – Business of Fashion and Retail (3)
- CSFRST 2374 – 20th Century Fashion (3) prereq English 1110
Choose 6 credits from the following*:

- **CSFRST 3470** Apparel Prod Development & Branding (5) (prereq 2370, 2372)
- **CSFRST 3471** Textile Product Quality (5) (prereq 2373, 2371, Chem 1110 recommended)
- **CSFRST 3474** Fashion Forecasting (3) (prereq 2370, 2373)
- **CSFRST 3950** Use of Social Media & Info Tech in Fashion, Hosp, & Sport Indus (3) (prereq Jr. or Sr. standing)
- **CSFRST 4570** Product Data Mgt & Apparel Prod Dev (5) (prereq 3470, 3471, 3474)
- **CSFRST 4575** Retail Environments (3) (prereq 2370)
- **CSFRST 4576** Global Sourcing and Trade/ Tex. Prod. (3) (prereq 2373, pre or co-req 3471)
- **CSFRST 4577** Fashion & Retail Promotion (3) (prereq 3474, BusML 3150)
- **CSFRST 4583** International Retailing (3) (Prereq 2373, CSE 2111, Stat 1350 or 1450, AcctMIS 2000)
- **CSFRST 4585** Merchandise Buying & Management (3) (prereq 2373, Math 1130, AcctMIS 2000, CSE 2111 or perm)
- **CS 4990** UG Practicum in Con Sci (1-3) (Permission required)
- **CS 4998** UG Research in Con Sci (1-3) (Permission required)

*Check prerequisites. Any FRST prereq require grade of C- or higher.

We already have a significant enrollment in our FRST minor, around 149, primarily among students majoring in Business, but also from Communication and other majors on campus. We believe that this revised minor is sufficiently flexible to continue to allow students a clear path toward graduation and it reflects new content that is critical to our field.

Currently there are five lecturers and one faculty member who assume responsibility for the FRST curriculum: Dr. Nancy A. Rudd, Wendy Goldstein, Joyce Brooks, Pam Rice, Alex Suer, and Dr. Chelsea Blackwell.

Sincerely,

**Nancy Ann Rudd**

Nancy A. Rudd, Ph.D. Professor,

CSFRST

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*Consumer Science • Human Development and Family Science • Human Nutrition • Kinesiology*
# Fashion and Retail Studies Minor (TXTLCLO-MN)

**College of Education and Human Ecology**  
Department of Human Sciences  
Undergraduate Student Services  
A100 PAES Building  
305 W. 17th Ave Columbus, OH 43210; 614-292-9261  
http://ehe.osu.edu/

The minor is designed to enhance understanding of merchandising of fashion products to meet the needs of consumers and retail industries. There are three learning goals for the minor: (1) Students acquire fundamental knowledge of the fashion and retail industries, (2) Students solve problems creatively in consumer and industry related settings, AND (3) Students develop communication skills in individual and group settings. After the academic program coordinator in the College of Education and Human Ecology has approved your Minor Program Form, you should file the form with your college or school counselor. For further information about the minor program, contact the college.

**Minimum of 15 credit hours; maximum of 18 credit hours.**

Choose 3 courses from the following (9cr):  
- **CSFRST 2300** Branding in Fashion, Hosp, & Sport Indus (3)  
- **CSFRTS 2370** Aesthetics of Fashion and Retail (3)  
- **CSFRST 2371** Textiles (3)  
- **CSFRST 2372** Appearance Dress & Cultural Diversity (3)  
- **CSFRST 2373** Business of Fashion and Retail (3)  
- **CSFRST 2374** 20th Century Fashion (3) (prereq English 1110)

Choose 6 cr from the following*:  
- **CSFRST 3470** Apparel Prod Development & Branding (5) (prereq 2370, 2372)  
- **CSFRST 3471** Textile Product Quality (5) (prereq 2373, 2371, Chem 1110)  
- **CSFRST 3474** Fashion Forecasting (3) (prereq 2370, 2373)  
- **CSFRST 3950** Use of Social Media & Info Tech in Fashion, Hosp, & Sport Indus (3) (prereq Jr. or Sr. standing)  
- **CSFRST 4570** Product Data Mgt & Apparel Prod Dev (5) (prereq 3470, 3471, 3474)  
- **CSFRST 4575** Retail Environments (3) (prereq 2370)  
- **CSFRST 4576** Global Sourcing and Trade/ Tex. Prod. (3) (prereq 2373, pre or co-req 3471)  
- **CSFRST 4577** Fashion & Retail Promotion (3) (prereq 3474, BusML 3150)  
- **CSFRST 4583** International Retailing (3) (Prereq 2373, CSE 2111, Stat 1350 or 1450, AcctMIS 2000)  
- **CSFRST 4585** Merchandise Buying & Management (3) (prereq 2373, Math 1130, AcctMIS 2000, CSE 2111 or perm)  
- **CS 4990** UG Practicum in Con Sci (1-3, S/U) (perm required)  
- **CS 4998** UG Research in Con Sci (1-3, S/U) (perm required)

*Check prerequisites. Any FRST prereq require grade of C- or higher.

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**Fashion and Retail Studies minor program guidelines**  
The following guidelines govern minors:

**Required for graduation**  
No

**Credit hours required**  
A minimum of 15 credit. 1000 level courses shall not be counted in the minor. At least 6 credit hrs must be upper level hours as defined by the College of Education and Human Ecology.

**Transfer and EM credit hours allowed**  
A student is permitted to count up to 6 total hours of transfer credit and/or credit by examination toward the minor.

**Overlap with the GE**  
A student is permitted to overlap up to 6 credit hours between the GE and the minor.

**Overlap with the major and additional minor(s).**  
- The minor must be in a different subject than the major.  
- The minor must contain a minimum of 12 hours distinct from the major and/or additional minor(s).

**Grades required**  
- Minimum C- for a course to be listed on the minor.  
- Minimum 2.00 cumulative point-hour ratio required for the minor.  
- Course work graded Pass/Non-Pass cannot count on the minor.  
- No more than 3 credit hours of coursework graded Unsatisfactory/Satisfactory may count toward the minor.

**Minor Approval**  
Early declaration of the minor and early consultation with the academic program coordinator in the College of Education and Human Ecology to discuss course choices is highly encouraged. Any variation from the coursework described on the minor sheet needs the approval of an academic advisor in a department/school or the academic program coordinator in the College of Education and Human Ecology. If you follow the course guidelines on the minor sheet with no variation, no additional approval is required. A100PAES Building, 614-292-9621

When preparing to graduate:

- If “OK” appears next to your minor on your DAR, you have met the minor requirements and the minor can be officially approved.  
- If “NO” appears next to your minor on the DAR, you must meet with an academic advisor or the academic program coordinator listed on the minor sheet  
- If your minor does NOT appear on your DAR, you must meet with an academic advisor or the academic program coordinator listed on the minor sheet

**Filing the minor program form**  
Students must declare their minor with the College of Education and Human Ecology at least by the time the graduation application is submitted. Early declaration is highly encouraged.

**Changing the minor**  
Once the minor program is filed in the college office, any changes must be approved by an academic advisor.
October 1, 2016

Dr. Eugene Folden
Associate Chair, Curriculum
Department of Human Sciences
129 A Campbell Hall
CAMPUS

Dear Dr. Folden,

The faculty in consumer and family financial services request establishing a new undergraduate minor in consumer and family financial services.

REQUEST FOR ESTABLISHING A NEW UNDERGRADUATE MINOR

Name of proposed minor: Consumer and Family Financial Services (CFFS)
Proposed implementation date: Autumn 2017
Academic units responsible for administering the minor program: College of Education and Human Ecology, Department of Human Sciences

Rationale: The professional field of financial planning is rapidly growing with projected job growth rate of 30 percent through 2024, according to the U.S. Department of Labor. US News ranks financial advisors as #4 in their list of “Best Business Jobs” based on criteria including job market, future growth, salary, stress, and work-life balance (http://money.usnews.com/careers/best-jobs/financial-advisor). A well-recognized credential for financial planners is the CFP® certification granted by the Certified Financial Planner Board of Standards, Inc. The first step to CFP® certification is completion of a college-level program of study in personal financial planning including completion of a capstone course (https://www.cfp.net/become-a-cfp-professional/cfp-certification-requirements). The college program must be registered with and certified by the CFP Board. The B.S., consumer and family financial services program, financial planner track, is a CFP Board-registered program that prepares students for careers as comprehensive financial planners. The Ohio State University is listed as one of the “75 leading schools for planners” (http://www.financial-planning.com/news/75-leading-schools-for-planners).

The coursework required to prepare for the Certified Financial Planner (CFP) examination can be met by completing 14 credit hours of course work offered in the consumer and family financial services (CFFS) program area, plus two courses offered in the Fisher College of Business. Students following the financial planner track in the CFFS undergraduate program can meet these requirements within their program of study. Students from the Fisher College of Business are often interested in completing the 14 credit hours of CFFS coursework, which combined with their business courses, can prepare them to sit for the CFP certification examination. Offering the
opportunity to earn a minor concurrent with completing these courses is appealing to enrolled
students. Additionally, the CFFS minor will appeal to other students interested in strengthening
understanding of effective financial management and planning for individuals and families.

Relationship to other programs/benchmarking
A minor in Consumer Sciences is also offered in the Department of Human Sciences/Consumer and
Family Financial Services program area, but the two minors are independent with no common
courses. The Consumer Sciences minor focuses on consumer decision making related to use of
limited resources inclusive of time and money. The proposed Consumer and Family Financial
Services minor focuses on concepts related to effective financial management and planning for
individuals, families, and clients.

Student Enrollment: The average three-year enrollment of business students in the capstone
course for the CFP-track is five students. The formalization of a minor may increase both awareness
of and interest in this minor, resulting in some growth in student enrollment.

Curricular Requirements

Proposed Consumer and Family Financial Services minor advising sheet: attached

List of courses required in the minor (department, title, credit hours, description):

CSCFFS 3260 Family Financial Management: Theory and Practice (3 credits)
Introduction to the practice and profession of family financial planning process, emphasizing the
data collection, communication, and technical skills required of the financial planner.
Prerequisite: 2260

CSCFFS 4260 Family Tax Planning (3 credits)
Analyze and evaluate financial decisions by families at various points in family life cycle, apply
economic principles and understanding of basic tax policy to family financial decisions.
Prerequisite: 3260

CSCFFS 4270 Retirement Planning and Employee Benefits (2 credits)
Evaluation of retirement plans and employee benefits with consideration of the interwoven factors
of Social Security, pension, private savings, and health insurance.
Prerequisite: 3260

CSCFFS 4280 Intergenerational Resource Management (2 credits)
Key topics in planning for transfer of family estate, focusing on strategies that conserve family
wealth while being consistent with family financial goals.
Prerequisite: 3260
Select one:

CSCFFS 2260 Family Financial Management (3 credits)
The management of family financial resources; topics include financial planning and budgeting, insurance, credit, and savings and investments.

CSCFFS 3270 Families in Business (3 credits)
Students explore family business topics such as family dynamics, conflict, gender, ethnicity; and relative to the business formation: growth, strategic management, professionalism and succession. Prerequisite: sophomore standing or above

CSCFFS 5260 Family Financial Management Applications (4 credits)
Family financial management concepts are applied to evaluate financial goals and prepare a comprehensive financial plan for a household. Prerequisites: 3260 (B- or higher) and 4260 and BUSFIN 3120 or 3220. Prereq or concur: 4270 and 4280 and FUSFIN 3300 and 3222.

NOTE: While CSCFFS 5260 has significant prerequisites, students who wish to meet the education requirements of the CFP Board plan these courses into their program of study and would likely select 5260 to complete the requirements for the minor. However, students who are not trying to complete the CFP Board education requirements can select 2260 or 3270 to complete the minor and these courses do not have prerequisites with the exception of sophomore standing or higher required for 3270.

Minimum credit hours for completion of minor: 14 credit hours

Please let me know if any additional information is needed.

Thank you.

On behalf of the faculty in consumer and family financial services,

Catherine P. Montalto
Associate Professor
The minor in consumer and family financial services consists of a minimum of 14 credit hours. The minor is designed to enable students to understand effective financial management and planning decisions for individuals, families, and clients. Students must take two 3-credit courses and two 2-credit courses, and select one additional course (3-4 credits).

- CSCFFS 3260 Family Financial Management: Theory and Practice (3)
- CSCFFS 4260 Family Tax Planning (3)
- CSCFFS 4270 Retirement Planning and Employee Benefits (2)
- CSCFFS 4280 Intergenerational Resource Management (2)

Select one:
- CSCFFS 2260 Family Financial Management (3)
- CSCFFS 3270 Families in Business (3)
- CSCFFS 5260 Family Financial Management Application (4)

The academic program coordinator in the College of Education and Human Ecology must approve the Minor Program Form. The student must file the approved form with a college or school counselor. For further information about the minor program, contact the college.

Consumer and Family Financial Services minor program guidelines

Required for graduation | No
Credit hours required | A minimum of 14 credit hrs. 1000 level courses shall not be counted toward the 14 credit hr minimum.

Transfer credit hours allowed | A maximum of 6

Overlap with the GE | Permitted.

Overlap with the major | Not allowed and
• The minor must be in a different subject than the major.
• The same courses cannot count on the minor and on the major.

Overlap between minors | Each minor completed must contain 12 unique hours.

Grades required
• Minimum C- for a course to be listed on the minor.
• Minimum 2.00 cumulative point-hour ratio required for the minor.
• Course work graded Pass/Non-Pass cannot count on the minor.

Minor Approval | The academic program coordinator in the College of Education and Human Ecology must approve the minor- A100 PAES Building, 614-292-9621

Filing the minor program form | The minor program form must be filed with the student’s college/school at least by the time the graduation application is submitted to a college/school counselor.

Changing the minor | Once the minor program is filed in the college office, any changes must be approved by:
• The academic unit offering the minor
Dear Curriculum Committee,

The hospitality management faculty in the Department of Human Sciences is proposing to establish Hospitality Management Minor.

Name of proposed minor: Hospitality Management (HM)

Proposed implementation date: Autumn 2017

Academic units responsible for administering the minor program: College of Education and Human Ecology, Department of Human Sciences

The goal of the HM minor is to allow students to obtain understanding of the hospitality industry, with special emphasis on identification and solution of management problems. Consumer Sciences Program Core has served as a base of Consumer Sciences minor. Since this core has been replaced with a new HM/FRS core we wanted to use an opportunity to develop a specialized Hospitality Management minor that would focus on most important HM courses and content areas.

The minor in Hospitality Management would consist of a minimum of 14 credit hours:

Part A – Required courses (8 credits):

- CSHSPMG 2600 Intro to Hospitality Management - 2 hrs
- CSHSPMG 2800 Hotel Management - 3 hrs (prereq 2600)
- CSHSPMG 3720 Food Service Management - 3 hrs (prereq 2600)
Part B – Elective courses (Select 6 credits)

- CSHSPMG 3700 Controlling Food, Beverage, and Labor Costs - 3 hrs (prereq 2600)
- CSHSPMG 4610 Beverage Management - 2 hrs (prereq 2600, 3720, senior standing)
- CSHSPMG 4640 Marketing in Hospitality Enterprises - 3 hrs (prereq senior standing)
- CSHSPMG 5780 Hospitality Mgt Leadership - 3 hrs (prereq senior standing)
- CSHSPMG 2810 Hotel Management Practicum - 1 hrs (prereq 2600, Concur or prereq: 2800)
- CSHSPMG 3730 Food Service Management Practicum - 1 hrs (prereq 2600, Concur or prereq: 3720)

We expect that we should have significant enrolment in HM major considering that hospitality industry is of major importance in Columbus and Central Ohio. Additional, a large number of OSU students enrolled in other majors, currently work in hotels and restaurants and could benefit from formal HM education without having to change their major. Finally, we believe that the proposed minor is sufficiently flexible to allow students clear path toward graduation and robust enough to meet educational requirements for a minor.

Currently there are four faculty who assume responsibility for the HM curriculum: Dr. Jay Kandampully, Dr. Stephanie Liu, Dr. Soobin Seo, and Dr. Milos Bujisic.

Sincerely,

Milos Bujisic
The minor in Hospitality Management consists of a minimum of 14 credit hours. The minor is designed to enable students to understand the hospitality industry, with special emphasis on identification and solution of management problems.

Part A – Required courses (8 credits):
- CSHSPMG 2600 Intro to Hospitality Management - 2 hrs
- CSHSPMG 2800 Hotel Management - 3 hrs (prereq 2600)
- CSHSPMG 3720 Food Service Management - 3 hrs (prereq 2600)

Part B – Elective courses (Select 6 credits)
- CSHSPMG 3700 Controlling Food, Beverage, and Labor Costs - 3 hrs (prereq 2600)
- CSHSPMG 4610 Beverage Management - 2 hrs (prereq 2600, 3720, senior standing)
- CSHSPMG 4640 Marketing in Hospitality Enterprises - 3 hrs (prereq senior standing)
- CSHSPMG 5780 Hospitality Mgt Leadership - 3 hrs (prereq senior standing)
- CSHSPMG 2810 Hotel Management Practicum - 1 hrs (prereq 2600, Concur or prereq: 2800)
- CSHSPMG 3730 Food Service Management Practicum - 1 hrs (prereq 2600, Concur or prereq: 3720)

The academic program coordinator in the College of Education and Human Ecology must approve the Minor Program Form. The student must file the approved form with a college or school counselor. For further information about the minor program, contact the college.

Hospitality Management minor program guidelines

The following guidelines govern minors:

Required for graduation No

Credit hours required
A minimum of 14 credit hrs (some minors require more). 1000 level courses shall not be counted toward the 14 credit hr minimum.

Transfer credit hours allowed
A maximum of 6.
Overlap with the GE Permitted.
Overlap with the major Not allowed and
- The minor must be in a different subject than the major.
- Courses specified on the major that are also part of an established minor can be counted toward both the major and the minor.

Overlap between minors
- Each minor completed must contain 12 unique hours.

Grades required
- Minimum C- for a course to be listed on the minor.
- Course work graded Pass/Non-Pass cannot count on the minor.

Minor Approval
Early declaration of the minor and early consultation with an academic advisor to discuss course choices is highly encouraged. Any variation from the coursework described on the minor sheet needs the approval of an academic advisor in a department/school or the academic program coordinator in the College of Education and Human Ecology. If you follow the course guidelines on the minor sheet with no variation, no additional approval is required.

When preparing to graduate:
- If “OK” appears next to your minor on your DAR, you have met the minor requirements and the minor can be officially approved.
- If “NO” appears next to your minor on the DAR, you must meet with an academic advisor or the academic program coordinator listed on the minor sheet
- If your minor does NOT appear on your DAR, you must meet with an academic advisor or the academic program coordinator listed on the minor sheet

Filing the minor program form
Students must declare their minor with the College of Education and Human Ecology at least by the time the graduation application is submitted. Early declaration is highly encouraged.

Changing the minor
Once the minor program is filed in the college office, any changes must be approved by an academic advisor
Dear Curriculum Committee,

The hospitality management faculty in the Department of Human Sciences is proposing several changes to Hospitality Management course:

- CSHSPMG 4640 – Marketing in Hospitality Enterprises
  - Title change – current course title is Advanced Marketing in Hospitality Enterprises. We are proposing to drop the Advanced from the title considering that this is the only marketing course we offer and covers fundamentals as well as portion of advanced topics.

- CSHSPMG 5780 – Hospitality Management Leadership
  - Title change - current course title is Hospitality Management Advanced applications. After the discussion with the current course instructor Chuck Davis we have recognized that the main topic of the course is leadership. Additionally, HM advisory board has recognized leadership as one of the key areas they would expect our graduates to be exposed to.

- Several prerequisites should be removed for students enrolled in the proposed HM minor in order to be able to enroll to classes without restrictions:
  - CSHSPMG 3720 – Food Service Management (3) –2700 and 2710 prerequisites should be removed
- CSHSPMG 3700 – Controlling Food, Beverage, and Labor Costs (3) – 2700 and 2710 prerequisites should be removed
- CSHSPMG 4640 – Marketing in Hospitality Enterprises (3) – 3910 prerequisite should be removed and replaced with junior or senior standing

Sincerely,

Milos Bujisic