

## COURSE CHANGE FORM

Complete 1a – 1f & 2a – 2c. Fill out the remainder of the form as applicable for items being changed.

<b>1. General Information.</b>					
a. Submitted by the College of: <u>Business and Economics</u>		Today's Date: <u>1/15/2010</u>			
b. Department/Division: <u>MBA</u>					
c. Is there a change in "ownership" of the course? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>					
If YES, what college/department will offer the course instead? _____					
d. What type of change is being proposed? <input type="checkbox"/> Major <input checked="" type="checkbox"/> Minor <sup>1</sup> (place cursor here for minor change definition)					
e. Contact Person Name: <u>Mary Lee Kerr</u>		Email: <u>mkerr2@uky.edu</u>		Phone: <u>7-1924</u>	
f. Requested Effective Date: <input type="checkbox"/> Semester Following Approval OR <input checked="" type="checkbox"/> Specific Term <sup>2</sup> : <u>Fall 2010</u>					
<b>2. Designation and Description of Proposed Course.</b>					
a. Current Prefix and Number: <u>MBA 604</u>		Proposed Prefix & Number: <u>MBA 604</u>			
b. Full Title: <u>Business Processes and Functions</u>		Proposed Title: <u>Finance</u>			
c. Current Transcript Title (if full title is more than 40 characters): <u>Business Processes and Functions</u>					
c. Proposed Transcript Title (if full title is more than 40 characters): <u>Finance</u>					
d. Current Cross-listing: <input checked="" type="checkbox"/> N/A OR Currently <sup>3</sup> Cross-listed with (Prefix & Number): _____					
Proposed – <input type="checkbox"/> ADD <sup>3</sup> Cross-listing (Prefix & Number): _____					
Proposed – <input type="checkbox"/> REMOVE <sup>3,4</sup> Cross-listing (Prefix & Number): _____					
e. Courses must be described by <u>at least one</u> of the meeting patterns below. Include number of actual contact hours <sup>5</sup> for each meeting pattern type.					
Current: <u>90</u> Lecture    _____ Laboratory <sup>5</sup> _____ Recitation    _____ Discussion    _____ Indep. Study					
_____ Clinical    _____ Colloquium    _____ Practicum    _____ Research    _____ Residency					
_____ Seminar    _____ Studio    _____ Other – Please explain: _____					
Proposed: <u>40</u> Lecture    _____ Laboratory    _____ Recitation    _____ Discussion    _____ Indep. Study					
_____ Clinical    _____ Colloquium    _____ Practicum    _____ Research    _____ Residency					
_____ Seminar    _____ Studio    _____ Other – Please explain: _____					
f. Current Grading System: <input checked="" type="checkbox"/> Letter (A, B, C, etc.) <input type="checkbox"/> Pass/Fail					
Proposed Grading System: <input checked="" type="checkbox"/> Letter (A, B, C, etc.) <input type="checkbox"/> Pass/Fail					
g. Current number of credit hours: <u>3</u> Proposed number of credit hours: <u>2</u>					

**Comment [OSC1]:** Excerpt from SR 3.3.0.G.2 Definition. A request may be considered a minor change if it meets one of the following criteria:  
a. change in number within the same hundred series<sup>6</sup>;  
b. editorial change in the course title or description which does not imply change in content or emphasis;  
c. a change in prerequisite(s) which does not imply change in content or emphasis, or which is made necessary by the elimination or significant alteration of the prerequisite(s); d. a cross-listing of a course under conditions set forth in SR 3.3.0.E;  
e. correction of typographical errors.  
<sup>6</sup>...for the specific purposes of the minor exception rule, the 600-799 courses are the same "hundred series," as long as the other minor change requirements are complied with. (RC 1/15/09)

<sup>1</sup> See comment description regarding minor course change. Minor changes are sent directly from dean's office to Senate Council Chair. If Chair deems the change as "not minor," the form will be sent to appropriate academic Council for normal processing and contact person is informed.  
<sup>2</sup> Courses are typically made effective for the semester following approval. No course will be made effective until all approvals are received.  
<sup>3</sup> Signature of the chair of the cross-listing department is required on the Signature Routing Log.  
<sup>4</sup> Removing a cross-listing does not drop the other course – it merely unlinks the two courses.  
<sup>5</sup> Generally, undergrad courses are developed such that one semester hr of credit represents 1 hr of classroom meeting per wk for a semester, exclusive of any lab meeting. Lab meeting generally represents at least two hrs per wk for a semester for 1 credit hour. (See SR 5.2.1.)

## COURSE CHANGE FORM

<b>h.</b>	Currently, is this course repeatable for additional credit?	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
	Proposed to be repeatable for additional credit?	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
	If YES: Maximum number of credit hours: _____		
	If YES: Will this course allow multiple registrations during the same semester?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
<b>i.</b>	Current Course Description for Bulletin:	<u>An immersive multidisciplinary course that introduces students to key business functions and processes. Open only to students in the daytime MBA track.</u>	
	Proposed Course Description for Bulletin:	<u>This course is designed to increase understanding of the role of information systems in organizations and how they are used by managers. Open only to one year MBA students.</u>	
<b>j.</b>	Current Prerequisites, if any:	MBA 600, 601, 602	
	Proposed Prerequisites, if any:	Same	
<b>k.</b>	Current Distance Learning(DL) Status:	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Already approved for DL* <input type="checkbox"/> Please Add <sup>6</sup> <input type="checkbox"/> Please Drop	
	*If already approved for DL, the Distance Learning Form must also be submitted <u>unless</u> the department affirms (by checking this box <input type="checkbox"/> ) that the proposed changes do not affect DL delivery.		
<b>l.</b>	Current Supplementary Teaching Component, if any:	<input type="checkbox"/> Community-Based Experience <input type="checkbox"/> Service Learning <input type="checkbox"/> Both	
	Proposed Supplementary Teaching Component:	<input type="checkbox"/> Community-Based Experience <input type="checkbox"/> Service Learning <input type="checkbox"/> Both	
<b>3.</b>	Currently, is this course taught off campus?	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
	Proposed to be taught off campus?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
<b>4.</b>	Are significant changes in content/teaching objectives of the course being proposed?	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
	If YES, explain and offer brief rationale: _____		
<b>5.</b>	Course Relationship to Program(s).		
<b>a.</b>	Are there other depts and/or pgms that could be affected by the proposed change?	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
	If YES, identify the depts. and/or pgms: _____		
<b>b.</b>	Will modifying this course result in a new requirement <sup>7</sup> for ANY program?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
	If YES <sup>7</sup> , list the program(s) here: _____		
<b>6.</b>	Information to be Placed on Syllabus.		
<b>a.</b>	<input type="checkbox"/> Check box if changed to 400G or 500.	If changed to 400G- or 500-level course you must send in a syllabus and you must include the differentiation between undergraduate and graduate students by: (i) requiring additional assignments by the graduate students; and/or (ii) establishing different grading criteria in the course for graduate students. (See SR 3.1.4.)	

<sup>6</sup> You must also submit the Distance Learning Form in order for the course to be considered for DL delivery.

<sup>7</sup> In order to change a program, a program change form must also be submitted.

# APPLICATION FOR COURSE CHANGE (MAJOR AND MINOR)

## Signature Routing Log


**General Information:**

Course Prefix and Number: MBA 604  
 Proposal Contact Person Name: Mary Lee Kerr Phone: 7-1924 Email: mkenr2@uky.edu

**INSTRUCTIONS:**

Identify the groups or individuals reviewing the proposal; note the date of approval; offer a contact person for each entry; and obtain signature of person authorized to report approval.

**Internal College Approvals and Course Cross-listing Approvals:**

Reviewing Group	Date Approved	Contact Person (name/phone/email)	Signature
MBA Policy Committee	11/24/2009	Merl Hackbart / 7-1627 / mhackbart@uky.edu	
Gatton College Faculty	2/5/2010	Merl Hackbart / 7-1627 / mhackbart@uky.edu	
		/ /	
		/ /	
		/ /	

**External-to-College Approvals:**

Council	Date Approved	Signature	Approval of Revision <sup>8</sup>
Undergraduate Council			
Graduate Council		<i>Jasmine Blackwell</i> 2010.04.19 16:14:03 -04'00'	
Health Care Colleges Council			
Senate Council Approval		University Senate Approval	

**Comments:**

<sup>8</sup> Councils use this space to indicate approval of revisions made subsequent to that council's approval, if deemed necessary by the revising council.

**University of Kentucky**  
**Gatton College of Business and Economics**  
**MBA 604 - Finance**

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Phone: (859) 257-2774  
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**Course Description and Objectives**

The finance module is an introductory course in corporate financial management. The course outlines the concepts and techniques used to evaluate corporate decisions. The topics include the time value of money, valuation of common securities, discounted cash flow, estimating opportunity costs of capital, capital structure, and market efficiency. The objectives are to introduce the language and structure of finance and to develop the ability to analyze financial decisions.

**Course Materials**

The recommended text, which can be used in preparation for the lecture as well as a supplemental reference is:

- (i) *Corporate Finance: Core Principles and Applications*, by Stephen A. Ross, Randolph W. Westerfield, Jeffrey F. Jaffe, and Bradford D. Jordan, 1<sup>st</sup> edition, McGraw Hill. Henceforth, this book will be referred to as RWJJ.

**Course Requirements and Grading**

The material in this course will be presented predominately in lecture format, supplemented with in class cases. To get the most out of the course and to promote the sharing of ideas, participation on the part of all students is expected. I expect you to attend each class and to be well-prepared.

Your grade for the course will be determined by homework assignments, a valuation assignment, and a final exam. The homework assignments are group assignments. Since a group approach to assignments is subject to the free-rider problem, I reserve the right to assign one third of the grade for the homework assignments to peer review. The valuation assignment and final exam are individual assignments.

<i>Assignments</i>	<i>Percentage of Final Grade</i>
Homework Assignments	25%
Valuation Assignments	15%
Final Exam	60%

The final exam will be **Wednesday, September 30<sup>th</sup>**. The exam will not be given after this time. If you cannot take the exam at this time, make arrangements with me to take the exam at an earlier time. The exam is open-book and open-note. You may use a calculator for the final exam.

Assignments will only be graded and receive credit if they are handed in on time. Extensions will not be granted. NO EXCEPTIONS. The overall grade will be calculated on the following scale:

Percentage	Grade
90-100%	A
80-89%	B
70-79%	C
Below 70%	E

### **Case Classes**

Cases must be read prior to the beginning of the class in which we will discuss the case. For each of the cases that will be discussed in this course, an instructive list of questions will be provided to help guide and focus your analysis. While I do not expect you to actually work through the case prior to class, I do expect you to have read the case and given some thought as to how you would approach each of the questions and the problem.

Case materials can be purchased on Study Net through the link in Blackboard.

### **Blackboard**

Course materials such as lecture notes, homework questions, the valuation assignment, supplemental problems and solutions, and case questions are posted on Blackboard. Homework solutions will be posted after the due date for the corresponding assignment. We will use the Discussion Board on Blackboard to provide a forum for people to ask questions that others can also see and learn from. You may post your questions there (preferred) or email your questions to me and I will post the question and the response on the discussion board. Not only is this a more efficient way to answer common questions, it helps those who have not yet realized they have that question.

### **Honor Code**

The Honor Code is in effect. You are expected to be familiar with the School's Honor Code. All discussions about the homework assignments are to be limited to your group. Materials like assignments from other groups or those from previous years are not to be consulted. If there is any question whether particular conduct is consistent with my expectations regarding the Honor Code, you are expected to ask me.

### **Review Sessions**

I will hold a review session each week. The time and date will be announced the first day of class.

**Assistance**

If you have any questions or need individual assistance, you can call or e-mail me to make an appointment to see me at a mutually convenient time.

### Course Outline\*

A detailed course outline, including the chapters assigned for each lecture, is listed below.

Date	Topics	Readings and Assignments
8/24	Course Overview Introduction to Financial Securities	RWJJ: 1.1-1.4
8/26	Time Value of Money	RWJJ: 4, 7.1
8/28	Time Value of Money	RWJJ: 7.2-7.8
8/31	Time Value of Money	
9/1	<b>TVM/Investment Detective Case</b>	
9/2	Bond Valuation	RWJJ: 5
9/3	Stock Valuation and Introduction to Multiples	RWJJ: 6
9/4	Discounted Cash Flow	RWJJ: 8
9/8	Accounting Review <b>Dell's Working Capital Case</b>	RWJJ: 2 <b>Homework #1 Due</b>
9/9	Firm Free Cash Flow	RWJJ: 2
9/10 All Day	Project Free Cash Flow	RWJJ: 8
9/11	Statistical Review Introduction to Risk and Return	RWJJ: 10.5-10.6, 11.1-11.3
9/15	Portfolio Formation	<b>Homework #2 Due</b>
9/17	Capital Asset Pricing Model <b>Beta Management Company Case</b>	RWJJ: 11.4-11.10
9/22	Cost of Capital	RWJJ: 8, 13
9/24	Capital Structure	RWJJ: 13, 14, 15
9/28	Capital Structure Cont./Course Review	<b>Homework #3 Due</b>
9/30	Final Exam	<b>Valuation Due: 10.2</b>

\*Subject to change