

KINGSBOROUGH COMMUNITY COLLEGE
The City University of New York

CURRICULUM TRANSMITTAL COVER PAGE

Department: _____ **Date:** _____

Title Of Course/Degree/Concentration/Certificate: _____

Change(s) Initiated: (Please check)

- | | |
|---|--|
| <input type="checkbox"/> Closing of Degree | <input type="checkbox"/> Change in Degree or Certificate |
| <input type="checkbox"/> Closing of Certificate | <input type="checkbox"/> Change in Degree: Adding Concentration |
| <input type="checkbox"/> New Certificate Proposal | <input type="checkbox"/> Change in Degree: Deleting Concentration |
| <input type="checkbox"/> New Degree Proposal | <input type="checkbox"/> Change in Prerequisite, Corequisite, and/or Pre-/Co-requisite |
| <input type="checkbox"/> New Course | <input type="checkbox"/> Change in Course Designation |
| <input type="checkbox"/> New 82 Course (Pilot Course) | <input type="checkbox"/> Change in Course Description |
| <input type="checkbox"/> Deletion of Course(s) | <input type="checkbox"/> Change in Course Title, Number, Credits and/or Hours |
| | <input type="checkbox"/> Change in Academic Policy |
| | <input type="checkbox"/> Pathways Submission: |
| | <input type="checkbox"/> Life and Physical Science |
| | <input type="checkbox"/> Math and Quantitative Reasoning |
| | <input type="checkbox"/> A. World Cultures and Global Issues |
| | <input type="checkbox"/> B. U.S. Experience in its Diversity |
| | <input type="checkbox"/> C. Creative Expression |
| | <input type="checkbox"/> D. Individual and Society |
| | <input type="checkbox"/> E. Scientific World |
- Change in Program Learning Outcomes
- Other (please describe): _____

PLEASE ATTACH MATERIAL TO ILLUSTRATE AND EXPLAIN ALL CHANGES

DEPARTMENTAL ACTION

Action by Department and/or Departmental Committee, if required:

Date Approved: _____ **Signature, Committee Chairperson:** _____

If submitted Curriculum Action affects another Department, signature of the affected Department(s) is required:

Date Approved: _____ **Signature, Department Chairperson:** _____

Date Approved: _____ **Signature, Department Chairperson:** _____

Date Approved: _____ **Signature, Department Chairperson:** _____

Date Approved: _____ **Signature, Department Chairperson:** _____

Date Approved: _____ **Signature, Department Chairperson:** _____

I have reviewed the attached material/proposal

Signature, Department Chairperson: _____

Add/Delete/Change	A.S. Business Administration	
	HEGIS code: 5004.00	
	Program code: 01050	
	CUNY CORE	CREDITS
	REQUIRED CORE: (4 Courses, 12 Credits)	12
	When Required Core courses are specified for a category, they are strongly suggested and/or required for the major.	
	ENG 1200 - Composition I	3
	ENG 2400 - Composition II	3
	Mathematical and Quantitative Reasoning	3
	BA/MAT 2200 - Business Statistics**	
	Life and Physical Sciences*	4
	FLEXIBLE CORE (6 Courses, 18 Credits)	18
	When Flexible Core courses are specified for a category, they are strongly suggested and/or required for the major. One (1) course from each Group A to E and one (1) additional course from any group	
	A. World Cultures and Global Issues	
	It is recommended that students planning to transfer to Brooklyn College's BBA program take PHI 6800 - Ethical Problems in Business and Society	
	B. U.S. Experience In Its Diversity	
	C. Creative Expression	
	D. Individual & Society	
	ECO 1200- Macroeconomics *	
	ECO 1300- Microeconomics *	
	E. Scientific World	
	DEPARTMENT REQUIREMENTS (9 to 11 Courses, 29 to 35 Credits)	
	ACC 1100 - Fundamentals of Accounting I	4
	ACC 1200 - Fundamentals of Accounting II	4
	BA 1100 - Fundamentals of Business	3
	BA 1200 - Business Law I	3
	BA 1400 - Principles of Marketing	3
	BA 3100 - Organizational Behavior and Management	3
	BA 6000 - Introduction to Computer Concepts	3
	ECO 1200 - Macroeconomics	3
	ECO 1300 - Microeconomics	3
	AND	

	IF ECO 1200 or ECO 1300 is taken to satisfy Pathways Flexible Core, THEN choose one (1) of the following courses. IF BOTH ECO 1200 and ECO 1300 are taken to satisfy Pathways Flexible Core, then choose two (2) of the following courses:	
Delete	BA 1300 – Business Law II or	3
Delete	BA 6100 – Spreadsheet Applications in Business or	3
	BA 3300 - Business Communications or	3
	ECO 1400 – Money and Banking or	3
	ECO 2200 - Principles of Financial Management	3
	<u>ELECTIVES:</u>	1
	1 credit sufficient to meet required total of 60	
	<u>TOTAL CREDITS: 60</u>	60
	NOTE:	
	**This is a 4-credit course. For Financial Aid, TAP will count 3 credits towards your degree requirements. Additional credit(s) will go towards electives, if available. Consultation with a program advisor to address financial aid and academic planning is highly recommended.	
	*It is HIGHLY RECOMMENDED that students take both ECO 1200 and ECO 1300 to satisfy the Pathways Flexible Core courses. However, if neither course is used within the Pathways Flexible Core, both must be taken within the major and no optional courses will be required.	

Add/Delete/Change	A.S. Business Administration	
	HEGIS code: 5004.00	
	Program code: 01050	
	CUNY CORE	CREDITS
	REQUIRED CORE: (4 Courses, 12 Credits)	12
	When Required Core courses are specified for a category, they are strongly suggested and/or required for the major.	
	ENG 1200 - Composition I	3
	ENG 2400 - Composition II	3
	Mathematical and Quantitative Reasoning	3
	BA/MAT 2200 - Business Statistics**	
	Life and Physical Sciences*	4
	FLEXIBLE CORE (6 Courses, 18 Credits)	18
	When Flexible Core courses are specified for a category, they are strongly suggested and/or required for the major. One (1) course from each Group A to E and one (1) additional course from any group	
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	It is recommended that students planning to transfer to Brooklyn College's BBA program take PHI 6800 - Ethical Problems in Business and Society	
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	ECO 1200- Macroeconomics *	
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	BA 1400 - Principles of Marketing	3
	BA 3100 - Organizational Behavior and Management	3
	BA 6000 - Introduction to Computer Concepts	3
	ECO 1200 - Macroeconomics	3
	ECO 1300 - Microeconomics	3
	AND	

PROPOSED

	IF ECO 1200 or ECO 1300 is taken to satisfy Pathways Flexible Core, THEN choose one (1) of the following courses. IF BOTH ECO 1200 and ECO 1300 are taken to satisfy Pathways Flexible Core, then choose two (2) of the following courses:	
	BA 3300 - Business Communications or	3
	ECO 1400 – Money and Banking or	3
	ECO 2200 - Principles of Financial Management	3
	<u>ELECTIVES:</u>	1
	1 credit sufficient to meet required total of 60	
	TOTAL CREDITS: 60	60
	NOTE:	
	**This is a 4-credit course. For Financial Aid, TAP will count 3 credits towards your degree requirements. Additional credit(s) will go towards electives, if available. Consultation with a program advisor to address financial aid and academic planning is highly recommended.	
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TO: Spring 2026 Curriculum Committee

FROM: Jeffrey Lax

DATE: 2/17/2026

RE: Change in Business Administration Degree **Requirements**

The Department of Business is proposing a change in the elective course options for the Business Administration (BA) degree by removing Spreadsheet Applications in Business (BA 6100) and Business Law II (BA 1300), which no longer transfer well to most 4-year college Business degrees. Our proposal comes one semester after reactivating Business Communications (BA 3300) and adding it to the list of existing elective course options in the BA degree.

Rationale for Change:

Business Communications (BA 3300) was added to the Business Administration degree's elective options in Fall 2025 because it is a more desired course that transfers better to 4-year colleges than both BA 6100 and BA 1300 within CUNY's new Business Administration Transfer Initiative. Similarly, two existing BA elective courses, Money and Banking (ECO 1400) and Principles of Financial Management (ECO 2200) both transfer better than BA 6100 and BA 1300. Many 4-year colleges provide full credit for BA 3300, ECO 1400, and ECO 2200, whereas they do not tend to do so for BA 6100 or BA 1300 in most 4-year Business degrees majors.