The Weissman Arts & Sciences Ad Hoc Major is appropriate for students who find that the conventional majors at Baruch do not quite match their educational goals. Students create this major by combining courses from two or more departments into an integrated field of study with a clear liberal arts focus. There is no Ad Hoc major within the Zicklin School of Business or the School of Public Affairs.

**THE AD-HOC MAJOR PROPOSAL** – An Arts & Sciences Ad Hoc Major must:

1. Contain thirty to thirty-three (30-33) credits, with at least twenty-four (24) liberal arts credits.

2. Contain courses from at least two different Weissman departments, with a minimum of three (3) courses [9-12 credits] from each of those two departments.

3. Contain no more than three (3) non-liberal arts courses (only Zicklin courses from the attached list may be included).

4. Be approved at least one semester prior to graduation.

   **NOTE:** If you intend to include ZBUS courses, the proposal must be fully approved before you will be given permission to enroll in those courses.

Students must complete all necessary course pre-requisites. As with all majors, at least 60% of the major credits must be taken at Baruch College.

Your application should be 250-300 words in length. You must explain how the courses you select combine to form an integrated knowledge base that could not be achieved through an existing Baruch major, and how this area of study supports your educational goals.

**THE AD HOC APPROVAL PROCESS** – You must attend an Ad Hoc Workshop led by Dr. Sandra Kupprat. Once drafted, the ad hoc proposal must be reviewed and approved by the following:

1. Sandra Kupprat, Arts and Sciences Coordinator, Starr Career Development Center.
2. Faculty advisors from two of the WSAS department in which you will complete at least three courses (9-12 credits).
3. The Office of the Associate Dean. Once approved, your original application will be mailed to you with instructions on how to proceed.

Blank application forms and samples of Arts & Sciences Ad Hoc Majors may be obtained at one of the following offices:

- Starr Career Development Center, VC 2-150 (646) 312-4670
- Center for Advisement and Orientation, VC 5-215 (646) 312-4260
- WSAS Associate Dean’s Office, VC 8-265 (646) 312-3890

If you have questions or need further assistance, you may schedule an appointment with an Academic Advisor or with Dr. Sandra Kupprat in the Starr Career Development Center (646) 312-4681.
In thinking about your ad hoc major, you should keep in mind that a major is not just a collection of courses that happen to appeal to you; rather, every course of study, whether traditional or ad hoc, has a unifying focus and organization. For this reason, it’s a good idea to begin by asking two questions:

1. What is the unifying theme or common thread that holds together all of the courses that make up your major? (Ex. ___)

2. How does each course or group of courses that you would like to include in your major relate to this unifying theme?

As you attempt to answer these questions, you may find it helpful to try to think of a title that sums up the unifying theme of the major, and you should certainly attempt to express that unifying theme in the opening statement of your proposal.

In composing your proposal, please keep in mind that a good proposal need not be especially long (250-300 words should suffice) but that it does answer the two key questions listed above and perhaps also address such related questions as:

- What does this major offer that cannot be found in one of the college’s traditional majors?
- Why does this group of courses make sense not just for you but also, potentially, for other students who might consider it as their major?
- What is the intellectual (and practical) value of combining the courses that you have in mind?
- Is there any advantage in taking these courses in a particular order? That is, does the subject material of any of the courses logically precede that of the others because it’s broader or more basic?

Remember that your proposal should present an argument for why this particular group of courses constitutes a unified course of study. It should be organized, grammatically and technically correct, and as well written as you can make it.
PLEASE NOTE:

- Students including Zicklin (ZBUS) courses in their Ad Hoc major must have their proposal fully approved before they will be given permission to enroll in any of these courses.

- You should receive permission at least one week prior to the start of registration to take any of these courses.

- You must complete all course prerequisites before you will be allowed to enroll.

The following Zicklin courses may be included in an Ad Hoc major to provide support and/or supplementation to a strong liberal arts concept. No more than 3 Zicklin courses (3000-level and above) may be used in a Weissman Ad Hoc major.

**Stan Ross Department of Accountancy**
Accountancy (ACC) courses *may not be included in an Ad Hoc major*

**Bert W. Wasserman Department of Economics & Finance**
(Neither Finance (FIN) nor Insurance (INS) courses *may be included in an Ad Hoc major*

All Economics (ECO) courses at the 3000-level

**Department of Law**
All LAW courses at the 3000 and 4000-level

**Department of Management**
- MGT 3120 Fundamentals of Management
- MGT 3300 Management: A Behavioral Approach
- MGT 3800 Management and Society
- MGT 3960 Entrepreneurship Management (formerly MGT 3860)
- MGT 4400 Human Resource Management
- MGT 4420 The Management of Compensation
- MGT 4430 Employee Development and Training
- MGT 4460 Labor Relations and Collective Bargaining
- MGT 4480 Conflict Management Procedures
- MGT 4864 Social Entrepreneurship
- MGT 4961 Entrepreneurial Experiences
- MGT 4962 Family Business Management
- MGT 4967 Technology, Innovation, and Design in Entrepreneurship
- MGT 4968 Critical Conversations for Entrepreneurs: Selling and Negotiating
- MGT 4969 Social Entrepreneurship
- MGT 4971 Women and Entrepreneurship
- MGT 4978 Entrepreneurship: Managing Ventures within the Corporation
Department of Marketing & International Business
MKT 3000  Marketing Foundations
MKT 3400  International Business Principles
MKT 3520  Advertising and Marketing Communications
MKT 3600  Marketing Research
MKT 3605  Consumer Behavior
MKT 4123  Web Analytics
MKT 4555  Internet Marketing
MKT 4561  Marketing Analytics
MKT 4966  Social Media Marketing

Department of Real Estate
RES 3000  Real Estate Law, Markets and Institutional Settings
RES 3700  Real Estate Management
RES 3800  Real Estate Construction Process: Building, Cost, and Management Issues

Paul H. Cook Department of Information Systems and Statistics
CIS 3100  Object-Oriented Programming I
CIS 3400  Database Management Systems I
CIS 3444  e-Business Technologies
CIS 3500  Networks & Telecommunications I
CIS 3630  Multimedia: Theory and Applications
CIS 3367  Microcomputer Applications in Business I
CIS 4100  Object-Oriented Programming II
OPR 3300  Quantitative Methods for Accounting
OPR 3450  Quantitative Decision Making for Business I
STA 3154  Business Statistics II
STA 3155  Regression and Forecasting Models for Business Applications
APPLICATION FOR AD HOC MAJOR

Name (Please Print)__________________________________________

CUNY Emplid #__________________________________________

Street__________________________________________

Telephone Number__________________________________________

City, State, & Zip Code__________________________________________

Email Address__________________________________________

TITLE:________________________________________

DESCRIPTION OF PROPOSED MAJOR: Your application should be 250-300 words in length. You must explain how the courses you select combine to form an integrated knowledge base that could not be achieved through an existing Baruch major, and how this area of study supports your educational goals.

ARTS & SCIENCES AD HOC COORDINATOR: I have met with the above student regarding the guidelines for the Arts & Sciences Ad Hoc Program.

________________________________________
Sandra Kupprat, PhD

Date

ADVISOR I: I, __________________________________________ approve the attached prospectus.

Name (Please Print)

________________________________________
Signature

__________________________
Department

__________________________
Date

ADVISOR II: I, __________________________________________ approve the attached prospectus.

Name (Please Print)

________________________________________
Signature

__________________________
Department

__________________________
Date

ASSOCIATE DEAN’S APPROVAL: __________________________________________

________________________________________
Signature

__________________________
Date