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Business

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Business Administration Program Advisors:	Dr. Caryn Callahan, Dr. John Steelquist, Dr. Barbara Street, and Wayne Tanna
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The business programs at Chaminade prepare students to enter careers in industry, government agencies, and non-profit organizations. In the business majors, students develop their ability to work with others effectively in professional settings and become skilled in using technology and information resources to make sound, socially responsible decisions at work. Business students gain an understanding of the functions that make organizations run effectively (accounting, finance, marketing), as well as the composition (structure, culture, membership) and processes (operations and strategic management) of organizations that facilitate their success. And students broaden their awareness of the economic, social, and political issues that impact how business is conducted around the world.

Chaminade business programs have several distinguishing features which make them an attractive choice for students looking to start their careers. The programs are practice-oriented, focused on providing knowledge and skills essential for working in real-world organizations. Opportunities for hands-on learning are provided through “living” case studies, internships, community-based service projects, and involvement with professional associations. Additionally, the business programs augment students’ technical knowledge with the professional abilities needed for standout job performance and career advancement. Business coursework builds on the liberal arts core curriculum to further students’ skills in critical thinking, using theory for taking action, and communicating with clarity and impact. And the programs actively engage Marianist values to prepare students to lead with integrity and make important contributions to their organizations and communities. Outstanding graduates may complete their MBA at Chaminade with an additional year of full-time study beyond the bachelor’s degree.

Chaminade offers the following undergraduate degree programs in Business in the Undergraduate Program:

ASSOCIATE OF ARTS
Business Administration

BACHELOR OF ARTS
Business Administration
International Studies (Joint Program with Political Science)

BACHELOR OF SCIENCE
Accounting

Chaminade offers the following undergraduate degree programs in Business in the AEOP.

ASSOCIATE OF ARTS

Business Administration

BACHELOR OF ARTS

Management

Pre-Major Coursework for B.A. and B.S. Degrees in Business

In order to advance to coursework in any of the business majors leading to the Bachelor of Arts (B.A.) or Bachelor of Science (B.S.), students are required to complete pre-major coursework. This coursework should be taken during students' first and second years in their undergraduate program.

Pre-major requirements:*

BU 200 Introduction to Business	3 semester hours
BU 224 Applied Business Statistics	3 semester hours
AC 201 Principles of Accounting I	3 semester hours
AC 202 Principles of Accounting II	3 semester hours
EC 201 Principles of Macroeconomics	3 semester hours
EC 202 Principles of Microeconomics	3 semester hours

*EC 201 will satisfy the Social Science general education requirement.

Bachelor of Arts (B.A.)

Business Administration

The major in Business Administration leading to the Bachelor of Arts degree prepares graduates to have a broad understanding of business operations; the technical skills, environmental awareness, and ethical perspectives for functional analysis and effective decision-making regarding business situations; and the professional readiness to initiate and advance their careers.

Major requirements:*

FIN 301	Principles of Finance	3 semester hours
MKT 301	Principles of Marketing	3 semester hours
MGT 305	Management of Information Resources	3 semester hours
MGT 306	Human Resource Management	3 semester hours
BU 308	Professional Writing and Presentation	3 semester hours
BU 324	Quantitative Methods in Business	3 semester hours
BU 362	Legal and Ethical Issues in Business	3 semester hours
BU 402	International Business	3 semester hours
MGT 407	Operations Management	3 semester hours
BU 416	Career Development	3 semester hours
BU 469	Business Strategy	3 semester hours
BU 470	Senior Field Project	3 semester hours

Students majoring in other fields may choose to minor in Business Administration as an enhancement to their program of study.

Pre-minor requirements: BU 200, AC 201, AC 202, and EC 202.

Minor requirements: BU 362, MGT 305, MKT 301, and FIN 301. Other 300 or 400 level business courses may be substituted with business faculty advisor approval.

Students seeking a minor in Business Administration should choose EC 201 to fulfill their Social Science general education requirement.

Management (AEOP)

The major in Management leading to the Bachelor of Arts degree prepares graduates to effectively lead and develop people, work teams, projects, and organizational systems. This preparation involves building four core competencies: human relations, systems and strategic thinking, creative problem-solving, and self-management. The major is designed for those with the professional maturity and interest to engage the challenges and complexity of managerial work.

Major requirements:*

MGT 301	Organizational Behavior	3 semester hours
MGT 311	Organizational Design	3 semester hours
MGT 312	Organizational Leadership	3 semester hours
MGT 306	Human Resource Management	3 semester hours
BU 308	Professional Writing and Presentation	3 semester hours
MGT 305	Management of Information Resources	3 semester hours
BU 362	Legal and Ethical Issues in Business	3 semester hours
MGT 420	Team Building & Process Management	3 semester hours
MGT 421	Negotiation & Conflict Resolution	3 semester hours
MGT 422	Professional Development	3 semester hours
MGT 425	Strategic Project Management	3 semester hours

Bachelor of Science (B.S.)

Accounting

The major in Accounting leading to the Bachelor of Science degree provides students with both the theoretical and practical knowledge to succeed in careers in public, corporate, governmental and not-for-profit accounting. Students will be readily prepared for employment directly upon completion of the program. Additionally, by continuing their education to complete Chaminade's Accounting MBA program or equivalent work at another university, students will meet the necessary academic requirements for taking the CPA examination.

Major requirements:*

MGT 306	Human Resource Management	3 semester hours
MGT 305	Management of Information Resources	3 semester hours
AC 301	Intermediate Accounting I	3 semester hours
AC 302	Intermediate Accounting II	3 semester hours
AC 303	Managerial Accounting	3 semester hours
AC 306	Tax Concepts Principles of Taxation	3 semester hours
BU 324	Quantitative Methods in Business	3 semester hours
BU 308	Professional Writing and Presentation	3 semester hours
MKT 301	Principles of Marketing	3 semester hours
FIN 301	Principles of Finance	3 semester hours
BU 362	Legal and Ethical Issues in Business	3 semester hours
BU 416	Career Development	3 semester hours

AC 408	Governmental Accounting	3 semester hours
AC 404	Auditing	3 semester hours
BU 469	Business Strategy	3 semester hours
BU 470	Senior Field Project	3 semester hours

Students majoring in other fields may choose to minor in Accounting as an enhancement to their program of study.

Pre-minor requirements: BU 200, AC 201, AC 202, and EC 202

Minor requirements: AC 301, AC 302, AC 303, and one additional upper division accounting course as approved by an accounting program faculty advisor.

Students seeking a minor in Accounting should choose EC 201 to fulfill their Social Science general education requirement.

Associate of Arts (A.A.)

Business Administration

The Associate of Arts degree program with an emphasis in Business Administration is offered for students who need to acquire a basic knowledge of business processes to enhance their career options.

Required Courses:

BU 200	Introduction to Business	3 semester hours
AC 201	Principles of Accounting I	3 semester hours
AC 202	Principles of Accounting II	3 semester hours
BU 224	Applied Business Statistics	3 semester hours
EC 201	Principles of Macroeconomics	3 semester hours
EC 202	Principles of Microeconomics	3 semester hours

Accounting (AC)

AC 201 Principles of Accounting I (3)

Accounting is often called the language of business. This course introduces students to the accounting cycle and the terminology of accounting through application of procedures used to classify, record, and interpret business transactions and prepare financial statements. Topics include the principles and procedures for valuing assets and measuring income. The focus of this course and AC 202 is to provide fundamental accounting skills and knowledge to prepare students for advanced courses in business and accounting. Offered every semester. Prerequisites: MA 103 and CS 103.

AC 202 Principles of Accounting II (3)

This course is a continuation of AC 201, completing an introduction to financial accounting and providing the fundamentals of managerial accounting. Topics include financial statement analysis, product costing, cost-volume-profit analysis, capital and operational budgeting, cash flow analysis, and other techniques useful for management decision-making. Offered every semester. Prerequisites: AC 201.

English 102 and COM 101 are prerequisites for all upper division courses

AC 301 Intermediate Accounting I (3)

This course and AC 302 provide in-depth coverage of financial accounting theory and practice for accounting majors and those who need more than basic knowledge. Topics include accounting processes and the application of GAAP to preparation of the financial statements, with specific emphasis on recognition and measurement of cash, receivables, and inventories. Offered fall semester. Prerequisites: AC 202.

AC 302 Intermediate Accounting II (3)

This course is a continuation of AC 301. Topics include the application of GAAP to recognition and measurement of plant assets and intangibles, debt securities, stockholder's equity, pensions, leases, and income taxes. Offered spring semester. Prerequisites: AC 301.

AC 303 Managerial Accounting (3)

This course presents advanced topics in cost and managerial accounting. It is intended for accounting majors and may also be appropriate for students interested in finance and operations. Topics include break-even analysis, job order, process, standard cost systems, capital budgeting, and emerging practices such as reengineering, strategic alliances, and open book management. Offered fall semester. Prerequisites: AC 202.

AC 306 Tax Concepts (3)

This course provides an introduction to Federal Income Taxation and is intended for accounting and business majors who need to understand the tax implications of business decisions. Topics include analysis of principles, laws, and regulations which underlie the federal tax system and their effect on individuals, businesses and property transactions. Offered fall semester. Prerequisites: AC 202.

AC 404 Auditing (3)

This course examines the theory and practice of auditing as applied to cash, receivables, and inventory; internal control procedures, reporting on audited statements; and review and analysis of statements on auditing standards. Emphasis is given to issues of professional ethics in audit activities and reporting. Offered fall semester. Prerequisites: AC 302.

AC 406 Advanced Taxation (3)

Study of tax laws and regulations related to partnerships, corporations, estates and trusts. Emphasis on development of ability to conduct research related to complex tax issues. Offered annually. Prerequisites: AC 306 or consent of instructor.

AC 408 Governmental Accounting (3)

This course provides an introduction to the principles and procedures of fund accounting for government and non-profit institutions. Topics include budgetary control, types of funds, revenue and expenditure accounting, and financial reporting for public sector organizations. Offered spring semester. Prerequisites: AC 202.

Business (BU)**BU 200 Introduction to Business (3)**

This course provides a survey of business functions, principles, and practices; managerial tools for analysis; people's behavior in organizations; practical applications in problem solving and decision-making. The course is designed for students interested in careers in organizations and for those intending to major or minor in business. Offered every semester.

BU 224 Applied Business Statistics (3)

The course introduces students to the use of statistical information for business decision-making. Topics include summary measures, frequency distributions, probability, sampling, statistical inference and simple regression. Emphasis is given to the interpretation and meaning of statistical information. Offered every semester. Prerequisites: MA 103.

English 102 and COM 101 are prerequisites for all upper division courses**BU 308 Professional Writing and Presentation (3)**

Letters, proposals, reports, and presentations are often the vehicles through which professionals get their ideas accepted and their contributions valued. This course teaches students the rhetorical principles and writing and presentation practices required for effective communication in business. The course focuses on format, layout, and design strategies for developing informative documents and presentations that use business data to address specified audiences in a variety of professional situations. Offered every semester.

BU 324 Quantitative Methods in Business (3)

Each of the business disciplines uses quantitative information in its planning, operations, and performance evaluation. This course introduces students to a variety of methods and tools for using quantitative data effectively: linear programming, Bayes Decision Rules, forecasting, multiple regression, network models, utility measures and inventory models. Offered every semester. Prerequisites: MA 103, BU 224.

BU 362 Legal and Ethical Issues in Business (3)

This course is designed to provide students with an understanding of the legal and ethical issues business decision-makers face in determining appropriate policies and actions. Focus is given to the effect of decisions on stakeholders including employees, customers, investors, and society. Topics include application of moral philosophies to common business dilemmas, professional codes of ethics, and elements of business law including contracts, the Uniform Commercial code, and agency. As part of this class students will have the option to participate in activities that integrate meaningful business-related

service to the community with course learning. Offered every semester.

BU 402 International Business (3)

This course is designed to provide students an understanding of the global environment in which international business takes place, as well as the role and behavior of the multinational firm in responding to the environment. The course seeks to equip students with the knowledge, skills, and sensitivities to engage business activities more effectively in the complex international context. Topics include trade theory, import and export strategies, international investment, negotiations and diplomacy, and global supply chain management. Offered spring semester. Prerequisites: BU 200.

BU 416 Career Development (3)

Starting one's career is often both an exciting goal and a mystifying, overwhelming challenge. This course provides students with the knowledge and tools needed for successful career planning and entry. The course covers developmental issues, theories, and activities useful for career exploration. Also included are approaches to making career and lifestyle choices, societal trends that may affect career decisions, and self-management skills at work. Students develop an action plan for initiating their career and a personal portfolio of resources for use in job search. Offered every semester.

BU 469 Business Strategy (3)

This capstone course for business majors provides students the opportunity to integrate the knowledge gained in their business coursework to better understand and engage the work of organizations. Topics include organizational assessment; organizational "visioning" and mission composition; strategy formulation, implementation, and evaluation; and the coordination of resources, core competencies, and processes to achieve competitive advantage and provide social value. Student teams conduct and present rigorous case analyses of exemplar organizations. Offered every semester. Prerequisites: BU 200, AC 202, EC 201, EC 202, FIN 301, MKT 301, BU 308 and senior standing.

BU 470 Senior Field Experience (3)

This course is designed to connect students' coursework in business to the operations of a real-world organization and to facilitate their transition from student to professional. Student teams function as consultants, with the guidance of a Faculty Supervisor, to analyze an organizational situation, develop recommendations, and implement an appropriate project in a sponsoring community organization. Teams accomplish their project, complete a project report and group process assessment, and present their results. Offered every semester. Prerequisites: BU 469.

BU 480 Special Topics (3)

Special topics in business that are presented as announced. Prerequisites vary according to course.

BU 487 Business Internship (3)

This course involves the student engaging in a minimum of 150 hours of professional work experience that is related to the student's career goals and approved by the instructor. The student meets regularly with the instructor during the term and completes a report documenting the work experience and its relationship to the student's business education. This course may be repeated, but a new work experience must be undertaken. Prerequisites: junior or senior standing in business and minimum 2.00 GPA.

BU 499 Directed Study (1-3)

Individualized study on a student-selected topic arranged through the program advisor. Prerequisites: junior or senior standing and consent of program advisor.

Economics (EC)**EC 201 Principles of Macroeconomics (3)**

Analysis of structure and operation of American economy; business cycles, fiscal and monetary institutions, and policies; GDP, unemployment and inflation, and economic growth; and other public issues. Offered every semester.

EC 202 Principles of Microeconomics (3)

Analysis of the functioning of firms within a market economy and how the market system allocates scarce resources; basics of supply and demand; theory of pricing under competition, monopoly, and imperfect competition; government interference in the market system; and international trade. Offered every semester. Prerequisites: MA 103 or equivalent.

English 102 and COM 101 are prerequisites for all upper division courses**EC 313 Contemporary Economic Issues (3)**

This course provides students an opportunity to develop skills at using economic analysis to understand and consider current issues and challenges facing our society. The focus of the course is on the environmental impact of economic decisions, but the frameworks and tools examined can be applied to a wide range of social issues. Offered fall semester. Prerequisites: EC 202 and ENV 201. Cross-listed as ENV 313.

EC 320 Economic Systems in the Age of Globalization (3)

This course examines how representative economic systems function within the global economy. Emphasis is given to the study of individual features of economic systems and their impact on the performance and development of the respective economies. Offered alternate years. Prerequisites: EC 201 and EC 202.

EC 420 International Economics (3)

This course examines international trade and financial relations and international economic institutions. Offered annually. Offered alternate years. Prerequisites: EC 201 and EC 202.

Finance (FIN)**English 102 and COM 101 are prerequisites for all upper division courses****FIN 301 Principles of Finance (3)**

This course introduces the role of financial management in the operation of a business. The focus of the course is on understanding the issues and choices involved in maximizing the results of financial decisions. Topics include time value of money, equity valuation, capital budgeting, risk assessment, and capital markets. Offered every semester. Prerequisites: AC 202.

FIN 303 Principles of Investment (3)

This course provides an introduction to the concepts, analytical methods, and action principles which are useful for making investment decisions. Focus is given to investment theory and applications to security markets. Topics include market indexes, sources of investment information, technical analysis, portfolio management, and problems of individual and corporate investing. Offered spring semester.

Prerequisites: FIN 301.

Management (MGT)

English 102 and COM 101 are prerequisites for all upper division courses

MGT 301 Organizational Behavior (3) (AEOP)

This course introduces students to the fundamental issues in managing individuals and groups in organizations. Students will explore opportunities to apply course learning in their own organizational settings and to understand their personal theories of people at work. Topics include personality, culture, motivation, power, communication, decision-making, and group dynamics. Offered annually. Prerequisites: BU 200.

MGT 305 Management of Information Resources (3)

This course introduces students to the development and use of information resources for organizational decision-making. Topics include systems analysis, data communications, internet research, decision support systems, planning and implementing management information systems, and future trends in technology. Students design and operate a functional information system. Offered every semester. Prerequisites: BU 200 and CS 103.

MGT 306 Management of Human Resources (3)

This course provides an introduction to the field of human resource management. Students learn the implications of organizational behavior theory for the design of HR practices that facilitate employee performance and success. Topics include recruitment and selection, socialization, training and development, performance appraisal, compensation and benefits, and the strategic use of HR in organizational operations. Offered every semester. Prerequisites: BU 200.

MGT 311 Organizational Design (3) (AEOP)

This course examines the macro aspects of organizational effectiveness and the internal and environmental factors which shape organizational structures. Organizational design options and determinants are considered in the framework of systems theory. Practical applications emphasize understanding and developing structures that support an organization's mission, vision, and strategy. Offered annually. Prerequisites: BU 200.

MGT 312 Organizational Leadership (3) (AEOP)

This course explores traditional and transformational perspectives on leadership and identifies the tasks of leadership in complex organizations. The course provides an understanding of the challenges leaders face in successfully guiding people and systems. Special focus is given to the issue of change management and the leader as a change agent. Offered annually. Prerequisites: MGT 301.

MGT 407 Operations Management (3)

This course examines how organizations manage the transformation of resources and materials into the goods and services they provide. Topics include operations strategies and procedures; production; quality management; productivity; location, layout,

and capacity; and operations planning and scheduling. Offered every semester.
Prerequisites: AC 201, EC 201, and BU 324.

MGT 420 Team Building and Process Management (3) (AEOP)

Effective teamwork depends on groups managing their work and members' interactions successfully. This course focuses on constructing and managing "great groups" at work. The course provides an understanding of group composition and member diversity, goal setting, establishment of process expectations, communication, and task coordination. Development and application of process skills is emphasized. Offered annually.
Prerequisites: MGT 301.

MGT 421 Negotiation & Conflict Resolution (3) (AEOP)

Managers and professionals in all fields benefit from having the skills and perspective to respond to situations where the people involved have different goals, different strategies, or different styles. This course identifies methods and techniques for developing influence and persuading others in negotiations and dispute resolution. Emphasis is placed on skill building to manage interpersonal differences and improve the quality of relationships. Offered annually. Prerequisites: MGT 301.

MGT 422 Professional Development for Managers (3) (AEOP)

Charting a management career presents many challenges. New skills are needed, personal demands are heightened, and work/life balance can seem impossible. This course provides a laboratory for examining the abilities, perspectives, and self-knowledge needed for personal and professional effectiveness in a managerial career. Experiential learning and reflection provide the basis for enhancing self-management skills and personal

empowerment at work. Offered annually.
Prerequisites: MGT 301 and BU 308.

MGT 425 Strategic Project Management (3) (AEOP)

This capstone course for management majors provides students the opportunity to integrate the knowledge gained in their management coursework to effectively engage the tasks of project management. The course provides hands-on learning that prepares students to develop project planning and oversight systems, identify and implement best practices, and establish measurable linkages between an individual project and organizational strategy and objectives. Offered annually. Prerequisites: MGT 305, BU 308, MGT 311, MGT 420, and senior standing.

Marketing (MKT)

English 102 and COM 101 are prerequisites for all upper division courses

MKT 301 Principles of Marketing (3)

This course addresses the broad and diverse nature of the marketing function in organizations. The terminology that marketers use is covered, as well as the theories, models, and research activities that guide marketing decision-making. The challenge of understanding consumer behavior is introduced. Various trends in the environment that affect marketing are examined. For non-majors, this course provides a solid foundation of marketing knowledge for any businessperson. For students majoring in marketing, this course is the prerequisite for all other marketing courses. Offered every semester.
Prerequisites: EC 201 and EC 202.