



# Bachelor of Business Administration

## *Bachelor Degree*

2011-2012

The Bachelor of Business Administration Degree is designed to prepare students for successful careers in a complex business environment. It is the philosophy of the Midstate College Business Administration Department that success in business depends on specialized skills, adaptability, leadership, healthy self-esteem, competency in problem solving, and the ability to communicate effectively. The baccalaureate degree offers individuals opportunities for advancement and for entry-level management positions in skilled areas of employment. The classes and coursework are designed to address the learning and scheduling needs of full-time and part-time students, including employed adults who desire to earn a baccalaureate degree while remaining employed.

### **Program Objectives:**

Upon completion of this program, the graduate will be able to:

1. understand economic institutions and the relationships between business, government, and consumers.
2. understand the functional areas of business, including aspects of the complex workplace.
3. perform tasks utilizing strategic planning and entrepreneurial capabilities.
4. acquire an appreciation of people and their cultural, racial, and geographical diversity.
5. participate effectively in group processes.
6. apply analytical skills necessary to identify, formulate, and solve business problems.
7. demonstrate the technological skills necessary in a complex workplace environment.
8. communicate effectively in a variety of professional settings.
9. integrate business ethics into the business decision-making process.
10. combine intellectual curiosity and creativity, and develop independent thought and action.

### **Admission Requirements:**

All candidates for admission must pass the College's entrance examination with a composite score of 50 or above and have a Wonderlic score of 20. Each candidate for admission is considered individually on merit and potential.

### **Graduation Requirements:**

All required coursework, including a minimum of 186 quarter hours of instruction, must be completed with a cumulative GPA of 2.0 or better on a 4.0 scale in order to be eligible for graduation from the Bachelor of Business Administration program. Students transferring in with upper-division credits must register for a minimum of 32 quarter hours of upper-division business coursework. A grade of "C" or better must be achieved in all core courses, English, and math to be eligible to graduate. The department assessment process must be satisfactorily completed.

### **Major:**

### **Quarter Hours:**

ACC 101	Financial Accounting I	4
ACC 105	Financial Accounting II	4
ACC 213	Managerial Accounting	4
ACC 300	Managerial Cost Accounting I	4
BUS 107	Business Law I	4
BUS 108	Business Law II	4
BUS 204	Principles of Management	4
BUS 232	Business Statistics	4
BUS 300	Advanced Business Communications	4
BUS 310	Quantitative Analysis (Advanced Statistics)	4
BUS 315	Business Ethics	4
BUS 340	Organizational Theory	4
BUS 370	International Business	4
BUS 390	Business Strategies and Policies	4
BUS 395	Business Research Project	4
	-or-	4
BUS 495	Applied Study/Internship	
CIS 114	Computer Usage and Software Applications	4
CIS 116	Spreadsheet Applications	4
FIN 300	Managerial Finance	4
MGT 350	Human Resource Management	4
MGT 360	Operations Management	4
MGT 375	Leadership and Motivation	4
MGT 400	Project Management in Business	4
MKT 305	Marketing Management	4
	<b>Total Hours</b>	<b>92</b>

<b>General Education:</b>			<b>Quarter Hours:</b>
ECO	144	Introduction to Macroeconomics	4
ECO	145	Introduction to Microeconomics	4
ENG	109	Principles of Speech	
		-or-	4
ENG	120	Interpersonal Communications	
ENG	116	Composition	4
ENG	117	Advanced Composition	4
MAT	140	College Algebra	4
PSY	140	Introduction to Psychology	
		-or-	4
SOC	100	Introduction to Sociology	
<b>Total Hours</b>			<b>28</b>

<b>General Education Electives:</b>			<b>Quarter Hours:</b>
Humanities (page 56)			12
Life Science (page 57)			6
Physical Science (page 57)			4
Social/Behavioral Sciences (page 58)			8
<b>Total Hours</b>			<b>30</b>

Students must take 12 hours of the following upper-division business electives as part of their program. An additional 24 quarter hours of electives can be selected according to the interest and needs of the student.

<b>Upper-Division Business Electives:</b>			<b>Quarter Hours:</b>
ACC	313	Managerial Cost Accounting II	4
ACC	315	Tax Accounting II	4
ACC	321	Intermediate Accounting I	4
ACC	322	Intermediate Accounting II	4
ACC	323	Intermediate Accounting III	4
BUS	320	International Law	4
BUS	325	Advanced Customer Satisfaction Strategies	4
BUS	350	Professional Advancement	4
CIS	318	Data Communications	4
CIS	320	Java Programming and Web Design	4
CIS	325	Internet Communications	4
CIS	328	Database Management I: Disaster Recovery	4
CIS	350	Information Technology	4
ECO	350	Money and Banking	4
HSM	320	Healthcare of Aging	4
HSM	375	Healthcare Sociology	4
HSM	400	Healthcare Law and Ethics	4
HSM	410	Principles and Practices of Alternative and Complementary Healthcare	4
HSM	420	Healthcare Marketing	4
HSM	430	Basics of Healthcare Finance	4
MGT	308	Principles in Healthcare Management	4
MGT	320	Labor-Management Relations	4
MGT	330	Compensation Management	4
MGT	340	Advanced Financial Institutions Management	4
MGT	345	Small Business Management	4
MGT	370	Quality Management	4
MGT	380	Entrepreneurship	4
MGT	388	Healthcare Policies	4
MGT	405	Managing Change in the Modern Workplace	4
MGT	420	Principles of E-Business	4
<b>Total Hours</b>			<b>12</b>

<b>Open Electives:</b>			<b>Quarter Hours:</b>
Choose 24 hours of open electives			24
<b>Total Hours</b>			<b>24</b>

**Total Hours Required for B.B.A. Degree 186**



**Bachelor of Business Administration**

Award Year:	2009-2010
OPEID #:	004568
CIP Code:	52.0201
Credential Level:	03 Bachelor Degree

**Occupations Related to this program**

<b>Job Title:</b>	<b>SOC code:</b>
<a href="#"><u>Chief Executive</u></a>	<a href="#"><u>11-1011.00</u></a>
<a href="#"><u>General and Operations Managers</u></a>	<a href="#"><u>11-1021.00</u></a>
<a href="#"><u>Sales Mangers</u></a>	<a href="#"><u>11-2022.00</u></a>
<a href="#"><u>Administrative Services Managers</u></a>	<a href="#"><u>11-3011.00</u></a>
<a href="#"><u>Industrial Production Managers</u></a>	<a href="#"><u>11-3051.00</u></a>
<a href="#"><u>Quality Control Systems Managers</u></a>	<a href="#"><u>11-3051.01</u></a>
<a href="#"><u>Transportation, Storage, and Distribution Managers</u></a>	<a href="#"><u>11-3071.00</u></a>
<a href="#"><u>Social and Community Service Managers</u></a>	<a href="#"><u>11-9151.00</u></a>
<a href="#"><u>Managers, All Other</u></a>	<a href="#"><u>11-9199.00</u></a>
<a href="#"><u>Business Teachers, Postsecondary</u></a>	<a href="#"><u>25-1011.00</u></a>

**Estimated Program Costs**

Tuition & fees:	\$64,985.00
Books & supplies:	\$5,600.00
Room & board:	not applicable
Other:	\$0.00

Percent of graduates who completed program on time\*: 85%

Job placement rate: 100%

**Median Loan Debt\***

Title IV loan debt:	\$36,832.00
Private Educational loan debt:	\$0
Institutional Financed debt:	\$0

\* Due to privacy reasons, median loan debt and on-time completion rate will not be reported for programs with fewer than 10 graduates during the award year.