

business administration



bachelor of science ■ minor ■ master of business administration ■
master of science ■ certificate ■ additional programs: concurrent master's and
juris doctoral concurrent master's
web site: www.csus.edu/cba/

Program Description

The College of Business Administration (CBA) offers a broad, professional education in Business. The Bachelor of Science program offers students a choice of 11 concentrations by which they may focus their goals. All students must choose a concentration to complete their requirements for the baccalaureate degree. Students who are uncertain about which concentration to choose are encouraged to select the General Management concentration, as it is the most comprehensive. The structure of the General Management concentration also provides an overlap with the other concentrations, thus making changes in focus possible. Students who wish a more customized program may elect to complete the requirements for additional concentrations as well. For example, students may elect dual concentrations such as General Management and Human Resources Management, or Accountancy and Management Information Systems. For more information about program options, contact the Degree Programs Center, Tahoe Hall 1030, (916) 278-6771.

The College also offers Minors in Business Administration, Human Resources Management, Marketing, Real Estate and Land Use Affairs, and Risk Management and Insurance. A Minor in Business Administration is valuable to the student majoring in another area who wishes to supplement his/her knowledge with a business background.

Note: The use of the words “business administration” throughout this section refers to courses designated as Accountancy (ACCY), Management (MGMT), Management Information Science (MIS), and Organizational Behavior and Environment (OBE).

Faculty

Department of Accountancy:

Thomas Beirne, Jr., H. David Brecht, John Corless, Stephen Crow, Charles Davis, Jong Kim, James Mackey, Merle Martin, Kent Meyer, Suzanne Ogilby, Eugene Sauls, Haroldene Wunder, Yan Xiong

Department of Management:

Finance: Hamid Ahmadi, Patricia Cheshier, Thomas Heflin, James Kuhle, Walter Perlick, Dale Pletcher, Ralph Pope, Peter Sharp, Carl Walther

Marketing: Claudia Bridges, John Clark, Ralph Gaedeke, Arthur Jensen, Craig Kelley, Jr., Ming-Tung (Mike) Lee, Joseph Orsini, Joseph Richards, Laurence Takeuchi, Gail Tom, Dennis Tootelian

Operations/General Management: Seung Bai Bach, Herbert Blake, Jr., Kenichiro Chinen, Yong Liang (Stanley) Han, Lindle Hatton, Necmi Karagozoglou, Maureen Lojo, John Merchant, Chiang Wang, Ruth Wang

Department of Management Information Science:

Decision Sciences: Manfred “Bob” Hopfe, Min Li, Robert Mogull, Stanley Taylor

Management Information Systems: Edward Christenson, Siuwa (Monica) Lam, Leonardo Legorreta, Sylvonie Merchant, Thian-Huat Ong, Thomas Sandman, David Scanlan, San-Yun (Nancy) Tsai

Department of Organizational Behavior and Environment:

Business Law: Donald Carper, Jordan Halgas, John LaRocco, Felicenne H. Ramey

Organizational Behavior/Human Resources Management: A. Janell Anderson, Margaret A. Cleek, Anne Cowden, Jerry Estenson, Reginald Goodfellow, Richard Marens, Amy E. Mickel, M. Ali Raza, Laura T. Riolli, Chris Sablynski, John Stockman, Anthony Wheeler

Real Estate and Land Use Affairs: Jaime Alwayay, Josef Moorehead, Craig Stanley

Contact Information

For more information, contact the WEB sites for the Departments or Department Chairs/Staff as noted below:

Department of Accountancy: Suzanne Ogilby, *Department Chair* ■ Tamara Dunn, *Administrative Support Coordinator* ■ Tahoe Hall 2108 ■ (916) 278-6307 ■ www.csus.edu/accy

Department of Management: Herbert Blake, Jr., *Department Chair* ■ Donna Brown, *Administrative Support Coordinator* ■ Tahoe Hall 2130 ■ (916) 278-6459 ■ www.csus.edu/mgmt

Department of Management Information Science: Russell Ching, *Department Chair* ■ Gwen Anderson, *Administrative Support Coordinator* ■ Tahoe Hall 2065 ■ (916) 278-6536 ■ www.csus.edu/mis

Department of Organizational Behavior and Environment: Margaret A. Cleek, *Department Chair* ■ Naomi Cook, *Administrative Support Coordinator* ■ Tahoe Hall 2028 ■ (916) 278-6463 ■ www.csus.edu/obe

Career Possibilities

Accountancy Concentration

Account Executive ■ Accountant ■ Auditor ■ Bank Examiner ■ Budget Analyst ■ Budget Officer ■ Certified Management Accountant ■ Certified Internal Auditor ■ Certified Public Accountant ■ Chief Financial Officer ■ Controller ■ Cost Accountant ■ Cost Analyst ■ Credit Analyst ■ Credit Manager ■ Estate Planner ■ FBI Agent ■ Franchise Tax Board Agent ■ Government Accountant ■ Government Auditor ■ Internal Auditor ■ Internal Revenue Service Agent ■ Investment Analyst ■ Loan Officer ■ Tax Accountant ■ Tax Consultant ■ Treasurer

Accounting Information Systems Concentration

Accounting Systems Consultant ■ Accounting Technology Advisor ■ Bank Examiner ■ Certified Internal Auditor ■ Certified Management Accountant ■ Certified Public Accountant ■ Computer Systems Auditor ■ Corporate Controller ■ FBI Agent ■ Government Auditor ■ Management Accountant ■ Systems Analyst

Finance Concentration

Bank Examiner ■ Banking Consultant ■ Budget Analyst ■ Collections Officer ■ Commodity Broker ■ Controller ■ County Treasurer Auditor ■ Economic Analyst ■ Escrow Officer ■ Estate Planner ■ Finance Administrator ■ Financial Consultant ■ Financial Operations Officer ■ Financial Planner ■ Financial Statistician ■ Insurance Examiner ■ Loan Officer ■ Securities Analyst ■ Treasurer

General Management Concentration

Administrative Analyst ■ Business Manager ■ Bank Manager ■ Credit Analyst ■ Management Analyst ■ Management Consultant ■ Office Manager ■ Real Estate Manager ■ Sales Representative ■ Small Business Entrepreneur ■ Strategic Planner

Human Resources Management Concentration

Specific: Career Development Specialist ■ Human Resources Manager ■ Industrial Relations Manager ■ Labor Negotiator ■ Management and Business Consultant ■ Manpower Planning Specialist ■ Organization Development Consultant ■ Personnel Analyst ■ Personnel Development Specialist ■ Personnel Manager ■ Recruitment Manager ■ Work Design Analyst

General: Business Executive ■ Long-range Planner ■ Management Analyst ■ Small Business Owner

International Business Concentration

Banking Manager ■ Economic-Financial Consultant ■ Foreign Branch Officer ■ Import /Export Agent ■ Import/Export Operations Manager ■ International Marketing Manager ■ Management Consultant ■ Multinational Operations Executive ■ Sales Representative

Management Information Systems Concentration

Business Applications Programmer ■ Communications Analyst ■ Database Administrator ■ Database Specialist ■ End-user Consultant ■ Information Systems Manager ■ Information Systems Specialist ■ Management Systems Consultant ■ Operations Analyst ■ Operations Manager ■ Programmer/Analyst ■ Research Analyst ■ Software Specialist ■ Systems Analyst ■ Technical Writer ■ Web Developer

Marketing Concentration

Account Executive ■ Advertising Analyst ■ Customer Relations Manager ■ Direct Marketing Manager ■ E-commerce Analyst. Logistics Manager ■ Manufacturers Representative ■ Marketing Analyst ■ Market Research Analyst ■ Marketing Manager ■ Merchandising Manager ■ Product Manager ■ Public Opinion Specialist ■ Public Relations Specialist ■ Research/Development Director ■ Retail Store Manager ■ Sales Manager ■ Sales Representative. Sports Promotion Director

Operations Management Concentration

Distribution Manager ■ Facility Planner ■ Inventory Control Manager ■ Logistics Manager ■ Maintenance Manager ■ Material Planner ■ Operations Analyst ■ Operations Manager ■ Process Management Analyst ■ Production Control Manager ■ Production Manager ■ Production Planner/Scheduler ■ Productivity Analyst ■ Purchasing Manager ■ Quality Control Manager ■ Safety Manager ■ Systems Analyst ■ Systems Manager ■ Warehouse Manager

Real Estate and Land Use Affairs Concentration

Appraiser ■ Asset Manager ■ Assessor ■ Commercial Brokerage ■ Contractor/Builder ■ Escrow Officer ■ Investment Analyst ■ Land Developer ■ Land Use Planner ■ Leasing Manager ■ Leasing Representative ■ Lease Negotiator/Site Selection ■ Mortgage Broker ■ Mortgage Loan Counselor ■ Planning Commissioner ■ Property Manager ■ Real Estate Broker ■ Real Estate Lending Officer (Residential or Commercial) ■ Real Estate Market Research Analyst ■ Real Estate Securities Analyst ■ Real Estate Syndicator ■ Right of Way Agent ■ Site Feasibility Consultant ■ Title Officer

Risk Management and Insurance Concentration

Account Executive ■ Actuary ■ Adjuster ■ Claims Investigator ■ Commodity Broker ■ Compensation Insurance Executive ■ Disability Insurance Officer ■ Employee Benefits Specialist ■ Estate Planner ■ Insurance Account Executive ■ Insurance Examiner ■ Insurance Officer ■ Life Underwriter ■ Realty Consultant ■ Sales Representative ■ Title Officer

Concentrations

BS: Accountancy / Accounting Information Systems / Finance / General Management / Human Resources Management / International Business / Management Information Systems / Marketing / Operations Management / Real Estate and Land Use Affairs / Risk Management and Insurance

Special Features

- The College of Business Administration is fully accredited by the AACSB International--The Association to Advance Collegiate Schools of Business.
- Operating a class schedule from 7:00 a.m. to 9:00 p.m., the College is designed to facilitate the full- and part-time student. Presently, the student populations of undergraduate and graduate business majors are 4,300 and 300 respectively. To help guide undergraduate students throughout their business programs, academic counselors are available in the Degree Programs Center, in Tahoe Hall 1030, (916) 278 6771. Graduate academic counselors are available in the Graduate Programs office, Tahoe Hall 1035, (916) 278-6772. The two offices serve in all aspects of program advising, career advising, and graduation evaluation approval for business students. In addition, the two offices conduct clearinghouse activities relating to most types of petitions.
- The College of Business Administration has an active internship program in the community. Petitions for Business internships may be obtained in the Office of Student Affairs, Tahoe Hall 1037, (916) 278-5576.

College of Business Administration – Policies and Procedures

Academic Policies and Procedures

The following is a summary of the College of Business Administration's (CBA) Academic Policies and Procedures that are unique to the College of Business. Students who wish to request deviation from the below articulated policies and procedures must petition the CBA's Academic Standards Committee. Undergraduate students submit their petitions to the Degree Programs Center (DPC), Tahoe Hall 1030; graduate students to the Graduate Programs Office (GPO), Tahoe Hall 1035. The committee will not hear requests from students who disregard catalog policy. To see the full statement go to web address: www.csus.edu/cba.

Add/Drop Policies

Students are subject to being administratively dropped from business courses if they fail to meet academic standards or they have not met the prerequisite requirements as prescribed by the CBA or by CSUS.

Rules for adding and/or dropping a course during the first few weeks of a semester differ substantially from the policies in effect after that period of time. Different procedures may apply for undergraduate and graduate students.

Adding Courses: Students normally enroll in courses during the CASPER registration periods. After the CASPER registration period, students may be permitted to add courses only with the approval of the instructor and the Department Chair.

Dropping Courses: The requirement for dropping selected courses becomes more difficult as the semester progresses. It is the responsibility of the student to maintain progress in each course in which the student is enrolled. Students who fail to continue in the course without an approved drop will receive a grade of "U" or "F" for the course. See the Degree Programs Center or Graduate Programs Office for additional information.

Course Repeat Policy

Undergraduate courses used for the CBA's major requirements may be repeated twice (for a total of three attempts). Courses with a grade of "A", "A-", "B+", "B", "B-", "C+", "C" or "CR" may not be repeated a second time, unless the course needs to be repeated for purposes of achieving currency of course knowledge. If the subject course is required, and the student has not earned a grade of "A", "A-", "B+", "B", "B-", "C+", "C", or "C-" in three attempts, the student will be disqualified from the CBA. If the course represents a literacy requirement, and the student has not earned a grade of "A", "A-", "B+", "B", "B-", "C+", "C", "C-", or "CR" in three attempts, the student will not be allowed to enroll in the course a fourth time. However, the student may be given the opportunity to demonstrate literacy by passing the appropriate examination.

Courses applied to the MIS Concentration requirements may be repeated only once (for a total of two attempts).

Graduate students may repeat only two graduate courses--one at the Foundation level and one at the MBA/MS level.

Reinstatement Policy

Undergraduate Business Administration majors who have been disqualified from the University **will not be allowed to enroll in 100-level business courses until they have been reinstated into the business major.** For students to qualify to petition for reinstatement into the Business Administration major, they must be in good standing according to University standards. Business students seeking reinstatement to the CBA must complete a Reinstatement Petition (obtained in the Degree Programs Center for undergraduate students and the Graduate Programs Office for graduate students, or for information regarding the University Reinstatement Petition or for the CBA's Reinstatement Petition). Students must file the petition with the Degree Programs Center or the Graduate Programs Office as appropriate, attaching an explanation with relevant documentation supporting their request for reinstatement. The CBA's Academic Standards Committee will review the petition.

Note: The only basis for reinstatement is the expectation (supported by evidence provided by the student) that the student is now likely to progress towards the satisfactory completion of the CBA's degree requirements in a timely manner.

Minimum Grade Requirements

The purpose of this requirement is to assure that all business administration students attain the minimum level of competency in all their course work required for the business administration degree.

The minimum acceptable grade for any undergraduate course required for the business administration degree is "C-."

A minimum grade point average of 2.0 ("C") is required in the Pre-Major courses, Major Core courses, and the Concentration courses presented for the degree.

The minimum acceptable grade for any graduate business course is "C." No more than two (2) courses with a grade of "C" will be counted for satisfaction of graduate program requirements.

A grade point average of at least 3.0 ("B") is required in all Graduate Foundation courses taken at CSUS and program requirement courses presented for the degree.

Incomplete Grades

Under certain conditions, students may request a grade of “Incomplete.” Students must be passing the course at the time an “Incomplete” is requested. The issuance of an “Incomplete” is appropriate only when required by University policy or in situations such as:

- the student misses a final exam for reasons that are fully justifiable in the eyes of the instructor; or
- the student was granted an extension of time to complete a class assignment.

Except in those cases specifically approved by University policy, the course instructor has sole discretion over what constitutes a fully justifiable reason for an “Incomplete.”

Contract to Finish an Incomplete Grade:

An incomplete petition must be submitted with both the student’s and course instructor’s signature to the appropriate department office. The department office routes the copies to the Degree Programs Center or Graduate Programs Office showing the work to be completed, the basis by which the student’s final grade will be determined, the last date for completing the incomplete work, and the grade earned by the student at the time the petition was approved.

All “Incomplete” grade petitions must be agreed to by the student, as indicated by the student’s signature and date of signing. The contract must also be signed by the course instructor and approved by the Department Chair.

Open University Enrollment

The CBA restricts the enrollment in courses through Open University. The purpose of Open University is to provide opportunity for individuals from the community to enroll in certain courses for purposes of professional development. Matriculating and/or matriculated students in a CBA degree program are not to use Open University. See the Degree Programs Center (TAH-1030) for undergraduate courses and the Graduate Programs Office (TAH-1035) for graduate courses.

Simultaneous Course Enrollment

Students may not enroll in two or more courses that are offered on the same day and at the same time. In very rare circumstances, and with approval of the course instructors and appropriate Department Chairs, students may enroll in courses that overlap by no more than 15 minutes.

Currency of Knowledge Requirement

All students must have what is considered “currency of knowledge” in courses they apply towards an earned degree. This applies to both majors and minors within the CBA. Courses that do not satisfy the currency of knowledge requirement must be repeated.

Currency of Course Prerequisites

All current course prerequisites must have been completed within seven years of enrolling in any course having prerequisites. This currency requirement may be waived in

cases where more advanced courses in the same area than the listed prerequisites have been completed in the last seven years with a grade of “C-” or better.

Undergraduate Courses

Lower division courses used to satisfy pre-major or minor requirements, must have been completed within seven years of the date of admission to the business administration major or minor unless an upper division course in the same area was taken within seven years of the date of graduation. Upper division courses used to satisfy graduation requirements must have been completed within seven years of the date of graduation.

Credit could be granted for courses taken beyond the seven year requirement as noted above, by successfully completing a comprehensive examination administered by the department in which the course is offered. **Departments are not required to offer equivalency examinations, thus this option may not be available.**

The CBA’s Academic Standards Committee may grant credit for courses taken beyond the seven year requirement for extensive experience in the area. The burden rests upon the applicant to demonstrate how their experience satisfies the requirement of currency.

Graduate Courses

All program requirements, excluding the Foundation courses, must be completed within seven years of the date of expected graduation.

During the admission cycle, courses used to fulfill Foundation course requirements must have been completed within seven years of the date of admission. The College’s Academic Standards Committee, however, may approve currency for Foundation courses taken beyond the seven-year requirement if a request is so filed. Waiving of the seven year requirement shall be based on the relevancy, level of responsibility, and duration of the applicant’s work experience. The burden rests upon the applicant to demonstrate how their experience satisfies the requirement for currency.

Course Transfer Credit Articulated Courses

The CBA has articulation agreements with a number of universities, colleges, and community colleges. These agreements stipulate the CBA has agreed that certain identified undergraduate courses are deemed to be “equivalent” between the respective institutions, and therefore credit will be awarded for those courses taken at another (articulated) institution, towards a degree from CSUS. Approval of courses submitted for articulation is subject to currency of knowledge stipulations.

Course Transfer Credit Nonarticulated Courses

Courses taken at an AACSB International accredited college of business will be accepted for transfer credit if the course is regarded as equivalent to the course for which

credit is requested. Business core courses and concentration courses will not be accepted for transfer credit from programs that are not AACSB International accredited unless taken at institutions that have national or international reputations of high quality programs.

Petitions for equivalency for undergraduate, non-articulated courses must be submitted through the Degree Programs Center. Petitions for equivalency for graduate, non-articulated courses must be submitted to the Graduate Programs Office. The Academic Standards Committee will evaluate whether the institution satisfies the requirement of “national or international reputations of high quality programs.” Subsequently, faculty in the appropriate department will make the final determination of course equivalency, e.g., content, method of instruction, method of evaluating students, and/or course duration.

Change of Major

The Change of Major Petition is used for students who entered the University as a Pre-Business Major and have met the requirements to declare business administration as their major, for students who are declared in another major and wish to declare business administration as their major; and for students who wish to minor in business administration. Students must complete and return to the Degree Programs Center a Change of Major Petition.

For students to qualify to change their major to business administration, they must be in a good standing according to University standards, and they must attain a grade of “C-” or better in each Pre-Business course and an overall grade point average of 2.0 (“C”) in all Pre-Business courses. The grade requirements for a change of major may not be waived.

Credit by Examination

The CBA implements the University policy for Credit by Examination by defining two possibilities: (1) a challenge for credit and (2) a challenge for waiver.

(1) Challenge for Credit

- A challenge for credit may not be used for any courses specified by major or minor curricula, including those courses identified as elective courses for the concentrations.
- The student may enroll in the course that he or she wishes to challenge; however, no such course may be challenged after the fourth week of the course.

(2) Challenge for Waiver

- The waiver by challenge policy is internal to the CBA.
- A challenge to waive a CBA course may be requested if the student has taken a similar course elsewhere. A request to waive may be submitted for core courses by undergraduate students and foundation courses by graduate students.
- Academic credit is not earned by a Challenge for Waiver. The requirement for completing the course is waived, providing the student enrolls in and satisfactorily completes an elective course in that discipline. The elective course will be determined by the Department Chair whose course is being challenged.

Procedures for Petitions and Appeals to the Academic Standards Committee

All petition and appeal requests must be submitted through the Degree Programs Center (for undergraduate students) or the Graduate Programs Office (for graduate students).

Undergraduate Programs

Computer Literacy

All business majors and pre-majors shall demonstrate computer literacy and competency prior to taking 100-level courses. This requires passing scores on examinations in each of the following areas:

- Elements of microcomputer hardware and systems software for PC compatible computers, and use of internet browsers (covered in MIS 001A).
- Basic facility with spreadsheets using the College’s standard spreadsheet package (covered in MIS 001B).
- Word processing and presentation graphics (covered in MIS 001C).

Students may acquire the requisite skills by successfully completing the courses in parentheses. Students who acquire the requisite skills by other means need only pass the examinations. Contact the Department of Management Information Science in Tahoe Hall 2065 for more information or refer to www.csus.edu/mislabc.

Students anticipating graduate study should consider the provision described in the Postbaccalaureate Credit Earned as an Undergraduate section of this Catalog that permits undergraduate students to take, in their semester of graduation, graduate courses that will count for postbaccalaureate credit.

Requirements ■ Bachelor of Science Degree

Units required for the Major: 66-75 units

Minimum total units required for the BS: 120

At least 15 units of upper division business administration courses must be taken in residence at (or under the auspices of) California State University, Sacramento. Of these 15 units, a minimum of 9 units must be in upper division courses in the concentration.

Courses in parentheses are prerequisites.

Note: Courses requiring a specific prerequisite may be taken only after the prerequisite has been completed with a “C-” or better.

Pre-Major to Business

A student may not enroll in any of the Major program or Concentration courses until he/she has completed the Pre-Major program with a grade of “C-” or better in each course and an overall GPA of 2.0 (“C”). The student desiring to enroll in the Major Program, while concur-

rently completing the last of those courses designated as Pre-Major Program may select MIS 015 for AIS and MIS majors only; ACCY 111 for Accountancy majors only; COMS 103, MIS 131 (MATH 024 and STAT 001), OBE 130, and/or OBE 150. MIS 001A, MIS 001B, MIS 001C are a prerequisite for all the above courses—may be taken concurrently with COMS 103 or OBE 150.

A. Required Lower Division Courses (Pre-Major) (18 units)

- | | | |
|-----|-----------|---|
| (3) | ACCY 001 | Accounting Fundamentals |
| (3) | ACCY 002 | Managerial Accounting (ACCY 001) |
| (3) | STAT 001 | Introduction to Statistics (MATH 009 and the Intermediate Algebra Diagnostic Test) |
| (3) | ECON 001A | Introduction to Macroeconomic Analysis |
| (3) | ECON 001B | Introduction to Microeconomic Analysis |
| (3) | MATH 024 | Modern Business Mathematics (MATH 009 and the Intermediate Algebra Diagnostic Test) |

When the computer literacy requirement is completed and when enrolled in the last of the pre-major courses, students must file a Change of Status Petition in the Degree Programs Center in the College of Business Administration (Tahoe Hall 1030) to officially declare Business Administration as their major. The deadline to file a Change of Status Petition is October 1st for the following spring semester, or March 1st for the following fall semester. Students who do not complete the required prerequisites as presented in the following Business Major program are subject to being administratively dropped from courses in which they are inappropriately enrolled.

B. Required Upper Division Core Courses (Major) (30 units)

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|-----|----------|---|
| (3) | COMS 103 | Presentational Speaking in the Organization (A general education oral communication course) |
| (3) | OBE 118 | Legal Environment of Business |
| (3) | MGMT 120 | Principles of Marketing |
| (3) | OBE 130 | Business Communications (Completion of Area A in GE and ENGL 020) |
| (3) | MIS 131 | Data Analysis for Managers |
| (3) | MGMT 133 | Business Finance |
| (3) | OBE 150 | The Management of Contemporary Organizations |
| (3) | MIS 175 | Computer Information Systems for Management |
| (3) | MGMT 180 | Operations Management |
| (3) | MGMT 182 | Strategic Management (Completion of all upper division core courses except MIS 175) |

Additional Requirements for Concentrations

Select one of the eleven concentrations below (18-27 units).

Accountancy Concentration (27 units)

The objective of the Accountancy concentration is to provide conceptual and practical knowledge to students who will practice accounting or use accounting in business or other organizations. Students in Accountancy at CSUS have the opportunity to take courses of study in preparation for careers in public accountancy, private industry, and government. Studies in Accountancy give students a strong preparation in the fields of business, finance, insurance, banking, government agencies, tax authorities, and many other profit and nonprofit organizations. Some of these

career opportunities may lead to professional certification such as Certified Public Accountants, Certified Internal Auditors, Certified Management Accountants, and Certified Governmental Financial Managers. An Accountancy undergraduate education provides a foundation for entry-level jobs and long-term careers in these areas, giving students familiarity with a range of employment opportunities.

The program in Accountancy allows students to select courses that are consistent with their career objectives:

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|------|-------------------------------|--|
| (3) | ACCY 111 | Intermediate Accounting I |
| (3) | ACCY 112 | Intermediate Accounting II (ACCY 111) |
| (3) | ACCY 121 | Cost Accounting |
| (3) | ACCY 131 | Survey of Auditing, Attest, and Assurance Topics (ACCY 111, ACCY 112) |
| (3) | ACCY 171 | Federal Tax Procedures I |
| (12) | Select four of the following: | |
| | ACCY 113 | Intermediate Accounting III (ACCY 111) |
| | ACCY 122 | Advanced Management Accounting (ACCY 121) |
| | ACCY 132 | Professional Assurance Services |
| | ACCY 141 | Accounting Information Systems Development |
| | ACCY 142 | Enterprise and E-Commerce Accounting Models |
| | ACCY 161 | Government and Nonprofit Accounting |
| | ACCY 151 | International Accounting |
| | ACCY 117 | Advanced Accounting (ACCY 111, ACCY 112) |
| | ACCY 172 | Federal Tax Procedures II (ACCY 171) |
| | ACCY 199A | Special Problems in Accountancy (Senior status or instructor permission) |

Students anticipating graduate study should consider the provision described in the Postbaccalaureate Credit Earned as an Undergraduate section of this Catalog that permits undergraduate students to take, in their semester of graduation, graduate courses that will count for postbaccalaureate credit.

Accounting Information Systems Concentration (24 units)

The Accounting Information Systems concentration is designed to prepare students for careers in systems auditing and for careers in which they would bridge the gap between systems developers and accountants. The concentration provides a balance between accounting and information systems. Students will obtain conceptual and applied knowledge to provide them the ability to perform at entry level positions and to progress to higher management positions.

A. Required Courses (18 units)

- | | | |
|-----|----------|--|
| (3) | ACCY 111 | Intermediate Accounting I |
| (3) | ACCY 121 | Cost Accounting OR |
| | ACCY 131 | Survey of Auditing, Attest, and Assurance Topics (ACCY 111, ACCY 112) |
| (3) | ACCY 141 | Accounting Information Systems Development |
| (3) | MIS 015 | Introduction to Business Programming (MIS 001A, MIS 001B, MIS 001C or equivalents) |
| (3) | MIS 120 | Advanced Object-Oriented Business Programming (MIS 015) |
| (3) | MIS 150 | Database Systems for Business (MIS 120 and MIS 175) |

B. Electives (6 units)

- (3) Accounting Elective--Select one from the following:
 ACCY 112 Intermediate Accounting II (ACCY 111)
 ACCY 121* Cost Accounting
 ACCY 131* Survey of Auditing, Attest, and Assurance Topics (ACCY 111, ACCY 112)
 ACCY 132 Professional Assurance Services
 ACCY 161 Governmental and Nonprofit Accounting
- (3) Technology Elective--Select one from the following:
 ACCY 142 Enterprise and E-Commerce Accounting Models
 MIS 155 Fourth Generation Language Applications (MIS 150)
 MIS 160 Systems Development Life Cycle I (MIS 120, MIS 175, OBE 130)

*If not taken previously, can be taken as an elective.

Finance Concentration (21 units)

The Finance concentration emphasizes a conceptual and applied approach to the development of professional skills necessary for careers in such fields as banking, investments, corporate financial management, financial planning, insurance, and financial services. Consideration and emphasis is given to the role played by financial markets, financial intermediaries, nonfinancial corporations, governments, and individual investors in the global economy. The curriculum is designed to familiarize students with the financial management of business operations, the operation and management of financial institutions and markets, and the financial aspects of investing, portfolio management, and risk management.

- (3) MGMT 134 Financial Management (MGMT 133)
 (3) MGMT 135 Investments (MGMT 133)
 (3) MGMT 136 Modern Portfolio Management (MGMT 133)
 (3) MGMT 137 Financial Institutions and Markets (MGMT 133) **OR**
 MGMT 138 Principles of Risk Management and Insurance
- (9) Select three from the following:
- a. Accounting**
 ACCY 111 Intermediate Accounting I
- b. Economics**
 ECON 100A Intermediate Macroeconomic Theory (ECON 001A, ECON 001B)
 ECON 100B Intermediate Microeconomic Theory (ECON 001B)
- c. Insurance**
 MGMT 138* Principles of Risk Management and Insurance
 MGMT 139A Business Property and Liability Insurance (MGMT 138 or instructor permission)
 MGMT 139B Employee Benefits (MGMT 138 or instructor permission)
- d. International Business**
 ACCY 151 International Accounting
 ECON 192 International Finance (ECON 001A, ECON 001B)

MGMT 174 Multinational Business Finance (MGMT 133 or instructor permission)

e. Financial Institutions and Markets

MGMT 137* Financial Institutions and Markets (MGMT 133)

ECON 135 Money and Banking (ECON 001A)

f. Management Information Science

MIS 173 Microcomputers for Managers

g. Real Estate

OBE 142 Real Estate Finance (OBE 019 or OBE 140 or ACCY 121 or MGMT 133 or ENGR 140)

OBE 143 Real Estate Market Analysis and Feasibility Studies (OBE 019 or OBE 140 or ACCY 121 or MGMT 133 or ENGR 140)

h. Sales and Forecasting

MGMT 105 Business Forecasting

MGMT 126 Salesmanship

*If not taken as part of the Finance core can be taken as an elective.

General Management Concentration (21 units)

The General Management concentration permits a focus upon the skills of the manager, whether the manager is an entrepreneur or operating at the corporate or agency level, with emphasis on the skills of decision making as taught through the case method. Managerial skills in planning, organizing, and controlling are highly transferable within private industry and within the public and nonprofit sector as well, thus permitting a wide variety of career goals.

- (3) MGMT 170 Fundamentals of Business Strategy (OBE 150, MGMT 120, MGMT 133, and MGMT 180)
- (3) MGMT 172 International Business
- (3) MGMT 187 Entrepreneurship
- (12) Select four courses from the following areas; no more than one course may be taken in a single area:
- a. Finance**
 MGMT 134 Financial Management (MGMT 133)
 MGMT 135 Investments (MGMT 133)
 MGMT 138 Principles of Risk Management and Insurance
- b. Marketing**
 MGMT 105 Business Forecasting
 MGMT 121 Marketing Research and Information (MGMT 120)
 MGMT 123 Public Relations and Ethics in Business
 MGMT 124 Retail Management (MGMT 120)
 MGMT 125 Advertising (MGMT 120)
 MGMT 126 Salesmanship
 MGMT 127 Sales Management (MGMT 120)
 MGMT 129 Marketing Management (MGMT 120 and senior status)
- c. Operations Management**
 MGMT 160 Principles of Quality Management
 MGMT 181 Supply Chain Logistics Management (MGMT 180)
 MGMT 186 Operations Planning and Inventory Control (MGMT 180)
 MGMT 188 Operations Strategy and Design (MGMT 180)

- d. Organizational Behavior and Environment**
- | | |
|---------|--|
| OBE 117 | Business, Ethics and Society
(Passing score on the WPE) |
| OBE 140 | Real Estate Development
(Junior status or permission of instructor) |
| OBE 153 | Management of Human Resources |
| OBE 154 | Management Skills Seminar (OBE 150) |
| OBE 157 | Industrial Relations |
- e. Accountancy and MIS**
- | | |
|----------|------------------------------------|
| ACCY 121 | Cost Accounting |
| MIS 171 | Computer-Based Information Systems |

Human Resources Management Concentration (18 units)

The competencies and skills needed to effectively manage people in work settings will be increasingly important to organizations in future years. To meet this challenge, this area is intended for two types of management-oriented students: (1) those who believe that they will be more effective in their future careers if they master the skill of managing people in technical work settings as line managers, and (2) those who plan to specialize in the industrial relations and personnel functions as staff managers.

This concentration is concerned with developing and disseminating knowledge and skills concerned with the management and utilization of human resources to meet the needs of individuals and organizations in the private, public, and nonprofit sectors. The area utilizes behavioral and management theories and empirical knowledge in the fields of:

- Personnel Management
- Organizational Behavior and Change
- Compensation and Benefits Management
- Management Training and Development
- Dispute Resolution and Conflict Management
- Industrial and Labor Relations

Students can obtain information on different career options in this area and the courses that support these career options by contacting the Department of Organizational Behavior and Environment, Tahoe Hall 2028. Students can then select those courses that will best help them prepare for their future career plans.

- | | | |
|-----|------------------------------|--|
| (3) | OBE 153 | Management of Human Resources |
| (3) | OBE 155 | Conflict Management and Negotiation |
| (3) | OBE 156 | Compensation Management |
| (3) | OBE 157 | Industrial Relations |
| (3) | OBE 158 | Labor and Employment Laws, Policies and Practices |
| (3) | Select one of the following: | |
| | OBE 117 | Business, Ethics and Society
(Passing score on WPE) |
| | OBE 151 | Diversity and Management |
| | OBE 152 | Human Resources Management Information Systems (OBE 153 and MIS 175) |
| | OBE 154 | Management Skills Seminar (OBE 150) |
| | OBE 160 | Organization Performance and Change |

Note: With advisor approval, students may also elect to take one of the following: ECON 150, MGMT 139B, MGMT 160, or PSYC 169.

International Business Concentration (24 units)

The International Business concentration is designed to prepare students for a career in business by providing a broad exposure to the areas of international business, competency in a functional area of business, and an awareness of foreign cultural differences.

This concentration requires minimum competency in a foreign language. Competence is met by completion of course work at the 2B level (4th semester) with a grade of "C" or better; or by admission to CSUS from a non-English speaking high school; or by a letter from a professor or government consul affirming a level equivalent to the above.

- | | | |
|-----|------------------------------|---|
| (3) | MGMT 172 | International Business |
| (3) | MGMT 173 | Multinational Marketing
(MGMT 120 or instructor permission) |
| (3) | MGMT 174 | Multinational Business Finance
(MGMT 133 or instructor permission) |
| (3) | Select one of the following: | |
| | ACCY 151 | International Accounting |
| | MGMT 187 | Entrepreneurship |

Area Emphasis

- (9) Select nine units from one of the following areas:

a. Marketing

- | | |
|----------|---|
| MGMT 121 | Marketing Research and Information
(MGMT 120) |
| MGMT 122 | Buyer Behavior (MGMT 120) |
| MGMT 123 | Public Relations and Ethics in Business |
| MGMT 125 | Advertising |
| MGMT 126 | Salesmanship |
| MGMT 129 | Marketing Management
(MGMT 120, senior status) |

b. Finance

- | | |
|----------|--|
| MGMT 134 | Financial Management (MGMT 133) |
| MGMT 135 | Investments (MGMT 133) |
| MGMT 136 | Modern Portfolio Management |
| MGMT 137 | Financial Institutions and Markets
(MGMT 133) |
| MGMT 138 | Principles of Risk Management and Insurance |

c. Accounting

- | | |
|----------|---------------------------|
| ACCY 111 | Intermediate Accounting I |
| ACCY 121 | Cost Accounting |
| ACCY 171 | Federal Tax Procedures I |

d. Operations Management

- | | |
|----------|---|
| MGMT 160 | Principles of Quality Management |
| MGMT 181 | Supply Chain Logistics Management
(MGMT 180) |
| MGMT 186 | Operations Planning and Inventory Control |
| MGMT 188 | Operations Strategy and Design
(MGMT 180) |

e. Economics

- | | |
|----------|---|
| GEOG 141 | Geography of Economic Activity |
| ECON 190 | International Trade
(ECON 001A, ECON 001B) |
| ECON 192 | International Finance
(ECON 001A, ECON 001B) |
| ECON 193 | Development Economics
(ECON 001A, ECON 001B) |

- f. Human Resources Management**
 OBE 153 Management of Human Resources
 OBE 155 Conflict Management and Negotiations
 OBE 156 Compensation Management
 OBE 157 Industrial Relations
- g. Foreign Language**
 Upper division foreign language approved by IB coordinator
- h. Overseas University Study**
 Overseas university study approved by IB coordinator
- i. Special Emphasis**
 Other area emphasis approved by IB coordinator

Management Information Systems Concentration (24 units)

The Management Information Systems concentration provides the analytical framework and the methodology to analyze, design, implement, and manage complex computer-based information/decision systems.

Information is recognized as a resource of the organization and is the common link binding the elements of the organization together. As organizations grow in size and complexity, the need for better and more timely information and for improved decision making techniques becomes critical for effective management.

- (3) MIS 015 Introduction to Business Programming (MIS 001A, MIS 001B, MIS 001C or equivalents)
- (3) MIS 120 Advanced Object-Oriented Business Programming (MIS 015)
- (3) MIS 140 Business Telecommunications (MIS 015)
- (3) MIS 150 Database Systems for Business (MIS 120 and MIS 175)
- (3) MIS 160 Systems Development Life Cycle I (MIS 120, MIS 175, OBE 130)
- (3) MIS 161 Systems Development Life Cycle II (MIS 140, MIS 150, MIS 160)
- (6) Select two of the following:
 (At least one must be from Group A.)

Group A:

- MIS 104 Business Programming for Small Computers (MIS 120)
- MIS 105 COBOL Programming (MIS 015 or CSC 015)
- MIS 122 Object-Oriented Programming for Business Java (MIS 015 or CSC 015)
- MIS 155 Fourth Generation Language Applications (MIS 150)

Group B:

- CSC 120 Setting up and Maintaining a Web Server (CSC 080 or instructor permission)
- CSC 121 Using Scripts on the Web (CSC 080 or instructor permission)
- CSC 122 Web Database Systems (CSC 120, instructor permission)
- CSC 123 Server Side Web Programming (CSC 022 or equivalent experience with Visual Basic or Visual Basic for Applications (VBA); CSC 080 or equivalent HTML skills)
- MIS 132 Management Science Techniques (MIS 131)

- MIS 180 Advanced Management Support Systems (MIS 150)
- MIS 182 Topics in MIS (MIS 150, MIS 160)
- MIS 194* Cooperative Education Experience in Management Information Systems (MIS 160, minimum CSUS overall GPA of 2.75)

*Only 3 units of a 12-unit MIS 194 may count as an elective.

Marketing Concentration (21 units)

The Marketing concentration emphasizes the conceptual understanding and development of professional skills essential to marketing-oriented careers in such fields as e-commerce, advertising, public relations, product and service management, retail management, international marketing, marketing research, and sales management. Consideration is given to the roles of marketing in a global economy, in our society, and within both profit and not-for-profit organizations. The study of marketing includes human behavior, communication, entrepreneurship, problem solving, technological innovation, ethics, and environmentalism. For nonbusiness majors, the study of marketing provides a perspective of how organizations can satisfy the needs of their constituencies.

- (3) MGMT 121 Marketing Research and Information (MGMT 120)
- (3) MGMT 122 Buyer Behavior (MGMT 120)
- (3) MGMT 129 Marketing Management (MGMT 120, senior status)
- (12) Select four of the following:
- MGMT 105 Business Forecasting
- MGMT 123 Public Relations and Ethics in Business
- MGMT 124 Retail Management (MGMT 120)
- MGMT 125 Advertising (MGMT 120)
- MGMT 126 Salesmanship
- MGMT 127 Sales Management (MGMT 120)
- MGMT 134 Financial Management (MGMT 133)
- MGMT 160 Principles of Quality Management
- MGMT 172 International Business
- MGMT 173 Multinational Marketing (MGMT 120 or instructor permission)
- MGMT 174 Multinational Business Finance (MGMT 133 or instructor permission)
- MGMT 187 Entrepreneurship
- MGMT 196 Experimental Offerings in Business Problems (Senior status or instructor permission)

Operations Management Concentration (18 units)

The curriculum in Operations Management (OM) is concerned with the organization, methods, and language employed in managing production/operations systems which turn out goods or services. Students who concentrate in OM are provided with a well-balanced program of qualitative and quantitative subject matter as well as an appreciation of the human element in organizations; therefore, they should be able to assume first-level line or staff positions in production/operations systems for either manufacturing, service, or government organizations.

- (3) MGMT 160 Principles of Quality Management
- (3) MGMT 181 Supply Chain Logistics Management (MGMT 180)
- (3) MGMT 186 Operations Planning and Inventory Control (MGMT 180)
- (3) MGMT 188 Operations Strategy and Design (MGMT 180)
- (3) MGMT 195E* Internship in Operations Management
- (3) Select one of the following:
 - ACCY 121 Cost Accounting
 - MGMT 105 Business Forecasting
 - MGMT 199E Special Problems in Operations Management
 - MIS 132 Management Science Techniques (MIS 131)
 - MIS 173 Microcomputers for Managers
 - MIS 182 Topics in MIS (MIS 150, MIS 160)
 - OBE 153 Management of Human Resources
 - OBE 157 Industrial Relations
 - OBE 158 Labor and Employment Laws, Policies and Practices

* Based on work experience, an elective course may be substituted for the MGMT 195E requirement.

Real Estate and Land Use Affairs Concentration (21 units)

The Real Estate and Land Use Affairs area of concentration is intended for students preparing for careers within the real estate industry, such as governmental and private positions relating to land development, planning, environmental regulation and finance; positions with lending institutions; management positions in public and private corporations concerned with investment, site location or eminent domain; and positions related to the marketing or sales and brokerage of real estate. Completion of the courses required for this concentration may qualify students to take the California Department of Real Estate Broker's exam. In addition, this area will prepare the student for personal investment decision making.

- (3) OBE 140 Real Estate Development
- (3) OBE 142 Real Estate Finance (OBE 019 or OBE 140 or ACCY 121 or MGMT 133 or ENGR 140)
- (3) OBE 143 Real Estate Market Analysis and Feasibility Studies (OBE 019 or OBE 140 or ACCY 121 or MGMT 133 or ENGR 140)
- (3) OBE 145 The Land Use Regulatory Environment (OBE 140)

- (3) OBE 149 Current Topics in Real Estate and Land Use (Completion of 9 units of required real estate courses, including OBE 140.)
- (6) Select two of the following:
 - OBE 019 Real Estate Principles
 - OBE 117 Business, Ethics and Society (Passing score on the WPE)
 - OBE 141 Managerial Real Estate Law (OBE 019)
 - OBE 153 Management of Human Resources
 - OBE 155 Conflict Management and Negotiation
 - OBE 196 Experimental Offerings in Business Problems (Senior status or instructor permission)
 - MGMT 136 Modern Portfolio Management (MGMT 133)
 - MGMT 137 Financial Institutions and Markets (MGMT 133)
 - MGMT 138 Principles of Risk Management and Insurance
 - MGMT 187 Entrepreneurship
 - MIS 173 Microcomputer for Managers (1 unit only)
 - CM 010 The Construction Industry
 - CM 110 Legal Aspects of Construction (OBE 118, CM 022)
 - CM 111 Construction Labor Relations
 - ECON 180 Urban Economics (ECON 001B)
 - ENGR 140 Engineering Economics (ENGR 017, or ENGR 030, or MET 030, or instructor permission)
 - ENVS 122 Environmental Impact Analysis: The Procedure and the Statement
 - GEOG 109 Geographic Information Systems
 - GEOG 141 Geography of Economic Activity
 - GEOG 147 Urban Geography
 - GEOG 181 Spatial Analysis
 - GEOG 193A Field Geography: Urban-Metropolitan
 - GOVT 180 California State and Local Government
 - GOVT 185 Problems of Urbanization (GOVT 001 or equivalent)

Risk Management and Insurance Concentration (18 units)

As the costs of risks and perils such as liability, employee injuries, auto, medical expenses, earthquakes, hurricanes, employment practices, environmental liability and intellectual property continue to rise, the demand for expertise to efficiently manage these risks has also risen. A concentration in risk management and insurance prepares students to analyze and effectively manage risk exposures of profit and not-for-profit entities. In the process, students also acquire skills to be a more intelligent purchaser of insurance when insurance is selected as the financing option of choice.

Business graduates with a concentration in risk management and insurance find a variety of career opportunities open to them as risk managers and employee benefit specialists in the private business sector as well as with the state and local government. A high percentage of insurance companies and managed care entities have regional and

home offices in the Sacramento and Bay Areas. Therefore graduates also find careers in underwriting, claims adjusting, loss control, information systems, and financial management in addition to the traditional opportunities as insurance agents, brokers and financial planners.

Risk management and insurance students often combine this concentration with other business concentrations such as Finance, Human Resources Management, General Management, International Business and Marketing. Students are encouraged to participate in the risk and insurance fraternity, Gamma Iota Sigma. The student organization maintains strong ties to the community and cultivates internships and part-time employment in risk management and insurance in a variety of local businesses and the government sectors.

Courses from Departmental and College of Business offerings may be used to assist students in attaining professional designations helpful for career enhancement. Continuing education credits for California insurance agents and brokers may be earned through the risk management and insurance courses. Check with the instructors.

- (3) MGMT 138 Principles of Risk Management and Insurance
- (3) MGMT 139A Business Property and Liability Insurance (MGMT 138 or instructor permission)
- (3) MGMT 139B Employee Benefits (MGMT 138 or instructor permission)
- (9) Select three courses from the following areas:
 - a. **Finance**
 - MGMT 134 Financial Management (MGMT 133)
 - MGMT 135 Investments (MGMT 133)
 - MGMT 136 Modern Portfolio Management (MGMT 133) **OR**
 - MGMT 137 Financial Institutions and Markets (MGMT 133)
 - b. **Real Estate**
 - OBE 142 Real Estate Finance (OBE 019 or OBE 140 or ACCY 121 or MGMT 133 or ENGR 140)
 - c. **Human Resources Management**
 - OBE 117 Business, Ethics and Society (Passing score on the WPE)
 - OBE 151 Diversity and Management
 - OBE 153 Management of Human Resources
 - OBE 156 Compensation Management
 - OBE 158 Labor and Employment Laws, Policies and Practices
 - d. **Marketing**
 - MGMT 121 Marketing Research and Information (MGMT 120)
 - MGMT 126 Salesmanship
 - MGMT 127 Sales Management (MGMT 120)
 - e. **Accounting**
 - ACCY 171 Federal Tax Procedures I
 - f. **International Business**
 - MGMT 172 International Business
 - MGMT 174 Multinational Business Finance (MGMT 133 or instructor permission)

Requirements ■ Special Major

Units required for Special Major: 18

Units required for BS: 120

The Special Major in Total Quality Management (TQM) is a BS program offered conjointly with community colleges who offer an associate degree or certificate in TQM. Admission to the TQM program assumes completion of an associate degree in TQM or a Certificate in TQM from a community college and approval of the Special Major list of courses by the student's academic advisor and the Associate Vice President of Academic Affairs. Students are warned not to initiate this program without such approvals as degree requirements are subject to change. Students should consult with the Degree Programs Center (TAH-1030) prior to beginning the Special Major in TQM. The degree requires completion of a minimum of 120 units of college work.

Minors

The non-Business undergraduate student considering pursuing graduate study in business administration (MBA, MSBA/Management Information Systems or MSBA/Taxation) is encouraged to seek a minor in business administration, and seek advice in selecting courses from the CBA Graduate Programs Office prior to enrollment.

For the student majoring in business administration, pursuit of a minor outside of business administration is encouraged, but not required. If courses are selected carefully, the entire program can be completed within the 120 units required for the Bachelor of Science degree in Business Administration. The choice of the discipline should reflect the student's personal interests, e.g., anthropology, art, chemistry, economics, ethnic studies, government, mathematics, Spanish, etc.

Requirements ■ Minor – Business Administration

Units required for the Minor: 24, all of which must be taken in Business Administration*, with the exception of the STAT 001 requirement.

Minimum required GPA: 2.0 ("C") in Business courses with the minimum acceptable grade for any course being a "C-."

At least nine upper division units must be taken in residence. Business Administration* 195 and 199 may not be applied to the minor.

A student shall demonstrate computer literacy and competency (MIS 001 ABC) prior to taking 100-level courses except OBE 150.

Courses in parentheses are prerequisites.

- (3) ACCY 001 Accounting Fundamentals
- (3) ACCY 002 Managerial Accounting (ACCY 001)

- (3) STAT 001 Introduction to Statistics (MATH 009 or three years of high school math which includes two years of algebra and one year of geometry; completion of ELM requirement and the Intermediate Algebra Diagnostic Test)
- (3) OBE 118 Legal Environment of Business
- (3) OBE 150 Management of Contemporary Organizations
- (3) Select one of the following:
- MGMT 120 Principles of Marketing
- MGMT 133 Business Finance
- MGMT 180 Operations Management
- (6) Electives Two 100-level Business* courses
- *"Business Administration" refers to courses designated as Accountancy (ACCY), Management (MGMT), Management Information Science (MIS), and Organizational Behavior and Environment (OBE).

The student pursuing a **minor** in business administration is cautioned that other students enrolling in the class, majors in business administration, normally will have satisfactorily completed all prerequisites. **To insure that no significant handicap is incurred where prerequisites are not met, the student should obtain explicit instructor permission in each course prior to enrolling.**

Requirements ■ Minor – Human Resources Management

Units required for the Minor: 18, of which at least 9 upper division units must be taken in residence.

The minor in Human Resources Management is designed to provide students majoring in other fields with the opportunity to broaden their capabilities to enter their chosen fields and/or enhance their career paths at some later time.

- (3) OBE 150 The Management of Contemporary Organizations
- (3) OBE 153 Management of Human Resources
- (3) OBE 154 Management Skills Seminar (OBE 150)
- (3) OBE 156 Compensation Management
- (3) OBE 157 Industrial Relations **OR**
- OBE 158 Labor and Employment Laws, Policies and Practices
- (3) Select one of the following:
- OBE 117 Business, Ethics and Society (Passing score on the WPE)
- OBE 151 Diversity and Management
- OBE 155 Conflict Management and Negotiation
- OBE 157* Industrial Relations
- OBE 158* Labor and Employment Laws, Policies and Practices
- OBE 160 Organization Performance and Change

*If not taken previously can be taken as an elective.

Requirements ■ Minor - Marketing

Units required for the Minor: 15, of which at least 9 upper division units must be taken in residence

The minor in Marketing is designed for students that are interested in learning how marketing concepts are applied in profit and nonprofit organizations and government agencies. Majors in Communication Studies, Recreation and Leisure Studies, Liberal Arts, Graphic Design and Fashion Merchandising may find the minor in Marketing is helpful in achieving their career objectives.

- (3) MGMT 120 Principles of Marketing
- (12) Select four of the following:
- MGMT 105 Business Forecasting
- MGMT 121 Marketing Research Information (MGMT 120)
- MGMT 122 Buyer Behavior (MGMT 120)
- MGMT 123 Public Relations and Ethics in Business
- MGMT 124 Retail Management (MGMT 120)
- MGMT 125 Advertising (MGMT 120)
- MGMT 126 Salesmanship
- MGMT 127 Sales Management (MGMT 120)
- MGMT 129 Marketing Management (MGMT 120 and senior status)
- MGMT 173 Multinational Marketing (MGMT 120 or instructor permission)

Requirements ■ Minor – Real Estate and Land Use Affairs

Units required for the Minor: 15, of which at least 9 upper division units must be taken in residence.

The minor in Real Estate and Land Use Affairs is designed to provide students in other fields with the opportunity to broaden their undergraduate education and to acquire specialized skills useful in a wide range of job opportunities.

- (3) OBE 019 Real Estate Principles
- (9) Select three of the following:
- OBE 141 Managerial Real Estate Law (OBE 019)
- OBE 142 Real Estate Finance (OBE 019 or OBE 140 or ACCY 121 or MGMT 133 or ENGR 140)
- OBE 143 Real Estate Market Analysis and Feasibility Studies (OBE 019 or OBE 140 or ACCY 121 or MGMT 133 or ENGR 140)
- OBE 145 The Land Use Regulatory Environment (OBE 140)
- (3) Select one of the following:
- Legal Aspects of Real Estate (offered at Community College)
- Real Estate Appraisal (offered at Community College)
- Real Estate Economics (offered at Community College)
- Real Property Management (offered at Community College)
- OBE 117 Business, Ethics and Society (Passing score on the WPE)

OBE 140	Real Estate Development
OBE 141*	Managerial Real Estate Law (OBE 019)
OBE 142*	Real Estate Finance (OBE 019 or OBE 140 or ACCY 121 or MGMT 133 or ENGR 140)
OBE 143*	Real Estate Market Analysis and Feasibility Studies (OBE 019 or OBE 140 or ACCY 121 or MGMT 133 or ENGR 140)
OBE 145*	The Land Use Regulatory Environment (OBE 140)
OBE 153	Management of Human Resources
OBE 155	Conflict Management and Negotiation
OBE 196	Experimental Offerings in Business Problems (Senior status or instructor permission)
MGMT 138	Principles of Risk Management and Insurance
MGMT 187	Entrepreneurship
MIS 173	Microcomputers for Managers
CM 010	The Construction Industry (1 unit)
ENGR 140	Engineering Economics (ENGR 017, or ENGR 030, or MET 030, or instructor permission)

*If not taken previously can be taken as an elective.

Requirements ■ Minor – Risk Management and Insurance

Units required for the Minor: 12, of which at least 9 upper division units must be taken in residence.

The minor in Risk Management and Insurance is designed for students interested in supplementing their non-business majors with a broad overview of business concepts and specifically with risk management principles and concepts as applied in their various disciplines. Majors in Communication Studies, Recreation and Leisure Studies, Nursing, Criminal Justice, and Engineering may find the minor especially beneficial.

Note: Must demonstrate computer literacy and competency (MIS 001A, MIS 001B, MIS 001C) prior to taking 100-level business courses.

MGMT 020*	Introduction to Business
MGMT 138	Principles of Risk Management and Insurance
MGMT 139A	Business Property and Liability Insurance (MGMT 138 or instructor permission)
MGMT 139B	Employee Benefits (MGMT 138 or instructor permission)

*Business majors may substitute any approved upper-division business course. Substitution requires the approval of the Chair, Department of Management.

Graduate Programs

The College of Business Administration offers the following graduate level degree programs:

- MBA: Master of Business Administration
- MBA/Finance
- MBA/Human Resources Management
- MBA/Management Computer Applications
- MBA/Marketing
- MBA/Urban Land Development
- MSBA/MIS: Master of Science in Business Administration with option in Management Information Systems
- MSBA/Taxation: Master of Science in Business Administration with option in Taxation

For instructional purposes the “case method” is used extensively in most graduate courses in the College of Business Administration or, more precisely, analysis of problems in the setting of an actual business or other type of organization. Experience has demonstrated the value of this technique in developing powers of critical thought and acuity in visualizing alternative courses of action. Improved judgment and skill in communicating ideas are concomitant benefits.

Discussion within class is encouraged, and students are urged to pursue their investigation of issues and solutions to problems in small informal group meetings outside of class. Lectures, collateral reading, special research, and other instructional tools supplement case studies.

The MBA program has been developed to provide an education that is extensive and broadening rather than intensive or specialized within a limited functional area. The MBA is intended to improve the participant’s capacity for effective decision making, to facilitate his/her professional growth and development for increasing managerial responsibility, and to broaden his/her knowledge and understanding of management in the areas of:

- Accountancy
- Finance
- International Management
- Management Information Systems
- Marketing
- Operations Management
- Organizational Behavior and Management
- Real Estate and Land Use

The MBA is appropriate preparation for teaching business education subjects at the community college level. Students are encouraged to obtain further guidance from the school districts in which they will teach.

The MSBA/MIS is designed to prepare students for specialized professional careers in developing and managing computer-based information systems. This program is designed to accommodate the student who has had an undergraduate background in management information systems. However, students not possessing MIS education may participate in the MSBA/MIS program after taking background courses.

The MSBA/Taxation program is offered through collaboration between the College of Business Administration and the College of Continuing Education. The degree is offered by the Department of Accountancy and administered through the College of Continuing Education and the Graduate Programs Office in the College of Business Administration. The MSBA/Taxation program is a highly specialized and intensive program designed for those seeking a career in taxation. This program gives a practical exposure to the critical aspects of taxation with an orientation toward planning and strategy, and is supplemented by compliance knowledge where relevant. The MSBA/Taxation program uses streaming video to deliver a completely Web-based degree. The MSBA/Taxation courses are only available through the College of Continuing Education.

Admission Requirements

All applicants for post-baccalaureate degree programs in Business must have earned a baccalaureate degree from a regionally accredited four-year institution of higher learning or the equivalent from a foreign institution. For international students: The University requires a minimum TOEFL score of 550 (paper-based) or 213 (computer-based). The College of Business Administration reserves the rights to revise its admissions standards and to limit enrollment in its graduate degree programs. Admission is primarily based on the construction of two admission indices, which are based on the applicant's undergraduate grade point average (GPA) and GMAT test scores.

1) Minimum admission requirements for the graduate degree programs where an applicant has no graduate course credit:

- Index #1 (Index #1=overall undergraduate GPA x 200 + GMAT score) of 1050
- Index #2 (Index #2=undergraduate GPA on last 60 semester or 90 quarter units x 200 + GMAT score) of 1100
- Minimum Total GMAT score of 500
- Minimum GMAT Quantitative percentile of 30
- Minimum GMAT Verbal percentile of 30
- Minimum 2.5 overall undergraduate GPA.

Applicants must meet all six minimum admission criteria above to qualify for admission.

2) Minimum admission requirements for the graduate degree programs where an applicant has graduate course credit but has not completed a graduate degree:

- Minimum GMAT score of 500
- Minimum GMAT quantitative percentile of 30
- Minimum GMAT verbal percentile of 30
- Index of 1100 (index = GPA x 200 + GMAT score) where the GPA is based on the last 60 units of combined graduate courses approved by the College of Business Administration and upper division undergraduate courses attempted to complete an undergraduate program. The sequence of inclusion in this calculation shall be approved graduate courses followed by upper division undergraduate courses.

Applicants must meet all four criteria above to qualify for admission.

3) Minimum admission requirements for the graduate degree programs where an applicant has completed a graduate program:

- Minimum GMAT score of 500
- Minimum GMAT quantitative percentile of 30
- Minimum GMAT verbal percentile of 30
- Graduate degree awarded by a university or program approved by the College of Business Administration.

Applicants must meet all four criteria above to qualify for admission.

Special Admissions

To be considered under this policy, a student must apply as a special admit. Under special circumstances the minimum admission requirements may be waived and consideration may be given to an applicant who provides evidence for success in the program. In making such a determination, factors other than quantitative scores or indices may be considered. Such auxiliary factors may include but are not limited to the applicant's maturity, motivation, employment history, managerial potential, letters of recommendations, personal statements, community activities, and other accomplishments that support the applicant's potential to successfully complete the program. An applicant so considered and recommended for admission may be approved by the Dean or designee, and if admitted, shall be classified as a "Special Admission." Such admissions may, however, be conditional on the achievement of academic performance standards as determined by the admitting authority.

Admission Procedures – Pre-Business and Business Master's Programs

Applicants should check with the CBA Graduate Programs Office (Tahoe Hall 1035) for the filing dates for receipt of completed applications including transcripts and test scores.

All prospective graduate students must file the following documents with both the CBA Graduate Programs Office and the CSUS Office of Graduate Studies (River Front Center 206) as noted below:

CBA Graduate Programs Office:

- CBA Graduate Programs application for graduate school admission submitted according to the CBA Graduate Programs application filing deadlines (a Statement of Purpose should be included);
- one set of official transcripts from all colleges and universities attended, other than CSUS (send official transcripts with application for faster processing);
- a copy of GMAT scores taken within five years from the date of application. The GMAT must be taken before the CBA Graduate Programs application filing deadline.

- letters of recommendation (optional for MBA and MSBA/Taxation); and
- resume (optional for MBA and MSBA/Taxation).

CSUS Office of Graduate Studies:

- an online application for admission submitted; and
- one set of official transcripts from all colleges and universities attended, *other than CSUS*.

International Students: All materials, inclusive of TOEFL scores, must be turned in to the International Admissions Office (Lassen Hall 2304). To ensure consideration, international students should submit their material, including GMAT and TOEFL test scores, to the International Admissions Office one month prior to the CBA Graduate Programs application filing deadline.

Applicants who are approved for admission will receive a letter from the Office of Graduate Studies informing them that they have been admitted as Pre-Business or classified graduate students. Included with that correspondence will be an Acceptance Form which the new graduate student must then return to the CBA Graduate Programs Office, Tahoe Hall 1035.

Curriculum

The graduate programs in Business Administration require 30 to 52 semester units of graduate study beyond the baccalaureate degree, depending upon the extent of the student's prior academic preparation in Business Administration. Each student must satisfy the following prerequisites, foundation, and program requirements in order to attain a graduate degree.

Prerequisites

Prior to enrolling in the Foundation courses, students must be proficient in mathematics, statistics, and computer usage:

- mathematics: at least one semester of calculus is strongly preferred;
- statistics: an introductory course in probability and statistics; and
- computer usage: ability to use common personal computer hardware and software, particularly word processing and spreadsheet programs.

A student may gain the necessary proficiencies in many ways; no proficiency courses can count in the Program Requirements.

Writing Proficiency Exam

All graduate students are expected to have demonstrated writing proficiency at the undergraduate level as prescribed by the California State University System. Applicants for admission to graduate programs who have not fulfilled this requirement will be required to take the CSUS Writing Proficiency Exam. A student may be eligible for a WPE Waiver based on selected criteria (obtain a list of criteria and a WPE waiver from the Graduate Programs Office). Graduate students are required to meet this requirement **before** advancing to candidacy. No exceptions will be made to this policy.

Foundation Courses

The Foundation courses provide an academic background in the various disciplines of business. All of the Business Administration graduate degree programs build upon this common background. Foundation courses should be taken after the student has attained the required entry proficiencies (prerequisites) and should be completed prior to taking Program Requirement courses in any of the Master's programs. The Foundation courses are only available through the CSUS College of Continuing Education.

A student who has a baccalaureate degree or a minor in Business Administration from an AACSB-INTERNATIONAL accredited college may have completed all or most of the Foundation requirements. However, the student will be required to take certain Foundation courses if she/he:

- 1) has not previously completed the comparable undergraduate course(s) for academic credit from an AACSB-INTERNATIONAL accredited institution;
- 2) has earned less than an overall 3.0 ("B") grade point average (GPA) in the comparable undergraduate courses presented for waiver of required courses;
- 3) has received a "C-" or lower grade in the comparable undergraduate course;
- 4) cannot demonstrate currency in these courses (7-year limit); or
- 5) has completed the bachelor's degree at a foreign institution.

Courses taken at AACSB-INTERNATIONAL accredited colleges of business will be accepted for transfer credit if the course is regarded as equivalent to the course for which credit is requested. Business Foundation courses and Core courses will not be accepted for transfer credit from programs that are not AACSB-INTERNATIONAL accredited unless taken at institutions that have national or international reputations of high quality programs.

Petitions for equivalency for graduate, non-articulated courses must be submitted to the Graduate Programs office. The CBA Academic Standards Committee will evaluate whether the institutions satisfy the requirement of "national or international reputations of high quality programs." Subsequently, faculty in the appropriate department will make the final determination for course equivalency, e.g., content, method of instruction, method of evaluating students and/or course duration. To see if your university is AACSB accredited go to www.AACSB.edu and click on ACCREDITATION and ACCREDITED MEMBERS, BUSINESS ACCREDITED.

Pre-Business Master students who are registered in the last two Foundation courses must file an Application for Classification with the Graduate Programs Office (Tahoe Hall 1035), College of Business Administration, to be able to enroll in the courses designated as Program Requirements. The student's academic status will be reviewed to assure that s/he meets the necessary criteria to be accepted as a classified graduate student.

A GPA of at least 3.0 (“B”) is required in all Foundation courses taken at CSUS, and program requirement courses presented for the degree.

Foundation Courses (17-19 units)

Note: To be completed after the student has demonstrated the required entry proficiencies and must be completed prior to taking Program Requirements in any of the Master’s programs. **The prerequisites are listed in parentheses.** MSBA/Taxation program only requires ECON 204, ACCY 201, and OBE 203.

- | | | |
|-----|----------|---|
| (3) | ECON 204 | Business Economics |
| (2) | ACCY 201 | Accounting |
| (2) | OBE 202* | Business Communication Fundamentals |
| (2) | OBE 203 | Legal Environment of Management |
| (2) | OBE 204 | Management and Organization Concepts |
| (2) | MIS 206 | Managerial Statistical Analysis |
| (2) | MGMT 207 | Finance (ECON 204, ACCY 201, MIS 206) |
| (2) | MGMT 208 | Marketing
(ECON 204, ACCY 201, OBE 203) |
| (2) | MGMT 209 | Production and Operations Analysis
(ECON 204, ACCY 201, MIS 206) |

*This requirement will be waived for students who achieve a score of 4.5 or higher on the Analytical Writing Assessment (AWA) section of the GMAT exam.

Advancement to Candidacy

A student’s program requirements are governed by the catalog in effect at the time one is accepted into and begins graduate school or by the catalog in effect at the time advancement to candidacy is approved.

Prior to enrolling in Culminating Requirements, a student must advance to candidacy. Initiation of advancement procedures is the responsibility of the student. The application to advance must be filed no later than the semester prior to enrollment in culminating experience requirement.

Eligibility to advance to candidacy requires satisfactory scholastic achievement, presentation of a plan of graduate study, and demonstration of writing proficiency. A classified graduate student in Business Administration may apply to the CBA Graduate Programs Office (Tahoe Hall 1035) for advancement to candidacy for the Master’s degree after s/he has completed at least 12 units of the program requirements beyond the Foundation requirements. Students with a GPA deficiency cannot advance to candidacy.

Information ■ Master of Business Administration Degrees

Of the 30-36 units required for a Master’s degree, twenty-one (21) units must be taken in residence as provided in the revision of Title V (Section 40504, Article 6, subchapter 2), and up to nine (9) units of transfer graduate credit in Business Administration will be accepted provided that those courses are taken at a college or university with AACSB International accreditation at the Master’s level. Requests for transfer of non-Business Administration

courses will be considered on an individual basis; however, the classification of all courses accepted for transfer credit must be consistent with the classification of our various graduate programs; e.g., for the MBA degree all courses must be classified as graduate level by the institution at which they were taken. An outline of degree requirements follows.

Requirements ■ Master of Business Administration Degree – General Program

Total units required for MBA: 33

A. Program Requirements (21 units)

- | | | |
|-----|----------|---|
| (3) | ACCY 240 | Management Accounting |
| (3) | MGMT 222 | Management of International Operations |
| (3) | MGMT 223 | Marketing Management |
| (3) | MGMT 234 | Financial Management |
| (3) | MGMT 280 | Issues in Productivity Management |
| (3) | MIS 271 | Management Information Systems |
| (3) | OBE 252 | Behavioral Science Applications in Management |

B. Electives (9 units)

For a general MBA, elective courses may be chosen from a broad array of graduate Business Administration courses, nonbusiness graduate classes (6 units maximum), or supervisory course work (6 units maximum: 3 units of Internship [295], 3 units of Special Problems [299]). Elective courses may also be selected to satisfy one or more of the concentration options shown below. For help with choosing electives, student should consult with the CBA Graduate Programs Office (Tahoe Hall 1035) and the concentration advisor(s).

C. Culminating Experience (3 units) (advancement to candidacy)

- | | |
|-----|--|
| (3) | Select one of the following: |
| | MGMT 290 Advanced Strategic Management
(Completion of all MBA core courses;
final term of MBA program enrollment) |
| | *500A Thesis (MGMT 210) |
| | *500B Project (MGMT 210) |

*Refers to ACCY, MGMT, MIS, or OBE.

Requirements ■ Master of Business Administration Degree – Finance

Total units required for MBA: 33

A. Program Requirements (21 units)

See MBA/General Program Requirements.

B. Concentration Requirements (9 units)

- | | | |
|-----|--|---|
| (3) | MGMT 236 | Security Analysis and Portfolio Management |
| (3) | MGMT 237 | Financial Institutions Management OR |
| | MGMT 239 | Advanced Investment Strategies OR |
| | MGMT 235 | Financial Markets |
| (3) | Any 200-level course approved by the MBA Finance advisor | |

- C. Culminating Experience (3 units)**
(advancement to candidacy)
- (3) Select one of the following:
- | | |
|-----------|--|
| MGMT 290 | Advanced Strategic Management
(Completion of all MBA core courses;
final term of MBA program enrollment) |
| MGMT 500A | Thesis (MGMT 210) |
| MGMT 500B | Project (MGMT 210) |

Requirements ■ Master of Business Administration Degree – Human Resources Management

Total units required for MBA: 33

- A. Program Requirements (21 units)**
See MBA/General Program Requirements.
- B. Concentration Requirements (9 units)**
- (9) Select three of the following:
- | | |
|---------|---|
| OBE 253 | Personnel Management |
| OBE 255 | Seminar in Negotiation and Other
Dispute Resolution Methods |
| OBE 257 | Seminar in Organization Development
(OBE 252 or equivalent.) |
| OBE 258 | Industrial Relations |
- C. Culminating Experience (3 units)**
(advancement to candidacy)
- (3) Select one of the following:
- | | |
|----------|--|
| MGMT 290 | Advanced Strategic Management
(Completion of all MBA core courses;
final term of MBA program enrollment) |
| OBE 500A | Thesis (MGMT 210) |
| OBE 500B | Project (MGMT 210) |

Requirements ■ Master of Business Administration Degree – Management Computer Applications

Total units required for MBA: 33

- A. Program Requirements (21 units)**
See MBA/General Program Requirements
- B. Concentration Requirements (6 units)**
- | | | |
|-----|---------|------------------------|
| (3) | MIS 210 | Information Systems I |
| (3) | MIS 211 | Information Systems II |
- C. Electives (3 units)**
- (3) Select one of the following:
- | | |
|---------|---|
| MIS 240 | Fundamentals to Telecommunications
and E-Business Applications |
| MIS 250 | Data Base Design and Administration
(MIS 211 or equivalent) |
| MIS 260 | Advanced Information Systems Analysis
and Design (MIS 210, MIS 211 or
equivalent) |
| MIS 279 | Practicum in Strategic Information
Technology Planning (MIS 271 and
instructor permission; MSBA/MIS
students: MIS 240, MIS 250, MIS 260,
MIS 270) |
| MIS 280 | Decision Support and Knowledge-Based
Systems (MIS 211 or equivalent) |

- D. Culminating Experience (3 units)**
(advancement to candidacy)
- (3) Select one of the following:
- | | |
|----------|--|
| MGMT 290 | Advanced Strategic Management
(Completion of all MBA core courses;
final term of MBA program enrollment) |
| MIS 500A | Thesis (MGMT 210) |
| MIS 500B | Project (MGMT 210) |

Requirements ■ Master of Business Administration Degree – Marketing

Total units required for MBA: 33

- A. Program Requirements (21 units)**
See MBA/General Program Requirements.
- B. Concentration Requirements (9 units)**
- | | | |
|-----|----------|--------------------------------|
| (3) | MGMT 224 | Marketing and Its Environments |
| (3) | MGMT 225 | Marketing Problems |
| (3) | MGMT 226 | Product and Services Marketing |
- C. Culminating Experience (3 units)**
(advancement to candidacy)
- (3) Select one of the following:
- | | |
|-----------|--|
| MGMT 290 | Advanced Strategic Management
(Completion of all MBA core courses;
final term of MBA program enrollment) |
| MGMT 500A | Thesis (MGMT 210) |
| MGMT 500B | Project (MGMT 210) |

Requirements ■ Master of Business Administration Degree – Urban Land Development

Units required for MBA: 33

- A. Program Requirements (15 units)**
- | | | |
|-----|----------|--|
| (3) | ACCY 240 | Management Accounting |
| (3) | MGMT 223 | Marketing Management |
| (3) | MGMT 234 | Financial Management |
| (3) | MIS 271 | Management Information Systems |
| (3) | OBE 252 | Behavioral Science Applications in
Management |
- B. Concentration Requirements (9 units)**
- | | | |
|-----|---------|------------------------------------|
| (3) | OBE 243 | Real Estate Finance and Investment |
| (3) | OBE 248 | Seminar in Real Estate Development |
| (3) | PPA 250 | California Land Use Policy |
- C. Electives (6 units)***
Select two Business courses in consultation with the ULD advisor. See your ULD advisor or the Graduate Programs office for specific choices.
- D. Culminating Experience (3 units)**
(advancement to candidacy)
- (3) Select one of the following:
- | | |
|----------|---|
| MGMT 290 | Advanced Strategic Management
(Completion of all MBA core courses;
final term of MBA program enrollment.) |
| OBE 500A | Thesis (MGMT 210) |
| OBE 500B | Project (MGMT 210) |

* Three units must be outside the Urban Land Development area.

Requirements ■ Master of Science in Business Administration Degree – Management Information Systems

Total units required for the MSBA: 30-36

A. Program Prerequisites (6 units)

- (3) MIS 210 Information Systems I
- (3) MIS 211 Information Systems II

B. Program Requirements (15-18 units)

- (3) MIS 240 Fundamentals to Telecommunications and E-Business Applications (MIS 211 or equivalent)
 - (3) MIS 250 Data Base Design and Administration (MIS 211 or equivalent)
 - (3) MIS 260 Advanced Information System Analysis (MIS 210, MIS 211 or equivalent)
 - (3) MIS 270 Information Technology Strategic Analysis and Planning
 - (6-12) MIS 294 Cooperative Education Experience in Management Information Systems (Completion of two of the following: MIS 240, MIS 250, MIS 260, or MIS 270; minimum CSUS GPA of 3.0) **OR**
 - MIS 295+ Internship in Management Information Systems (Completion of two of the following: MIS 240, MIS 250, MIS 260, or MIS 270; minimum CSUS GPA of 3.0)
 - (3) MGMT 210 Research Methodology
- + Based on work experience, another course may be substituted.

C. Electives (9-15 units)

Select 9 to 15 units from the following:

- MIS 104 Business Programming for Small Computers (MIS 120) **OR**
- MIS 105 COBOL Programming (MIS 015 or CSC 015) **OR**
- MIS 120 Advanced Object-Oriented Business Programming (MIS 015) **OR**
- MIS 155 Fourth Generation Language Applications (MIS 150)
- MIS 161 Systems Development Life Cycle II (MIS 140, MIS 150, MIS 160)
- MIS 232 Management Science
- MIS 279 Practicum in Strategic Information Technology Planning (MIS 240, MIS 250, MIS 260 or MIS 270 and instructor permission)
- MIS 280 Decision Support and Knowledge-Based Systems (MIS 211 or equivalent)
- MIS 281 Topics in the Management of Information System (Open to non-MSBA/MIS majors with credit in MIS 221 or equivalent; and to those who have completed MSBA/MIS program prerequisites)
- MIS 296 Experimental Offerings in Management Information Systems
- MIS 299 Special Problems in Management Information Systems (Classified graduate status)

D. Culminating Experience (1-3 units) (advancement to candidacy)

Select one of the following:

- (3) MIS 500A Thesis (MGMT 210)
- (3) MIS 500B Project (MGMT 210)
- (1) MIS 500C Comprehensive Examination (Must be in final semester of program)

Requirements ■ Master of Science in Business Administration Degree – Taxation

Total units required for the MSBA: 30

The MSBA/Taxation program is offered through collaboration between the College of Business Administration and the College of Continuing Education. The degree is offered by the Department of Accountancy and administered through the College of Continuing Education and the Graduate Programs Office in the College of Business Administration.

A. Program Requirements (15 units)

- (3) ACCY 269 Individual and Business Income Tax Accounting
- (3) ACCY 270 Tax Research and Procedure (ACCY 172 or ACCY 269)
- (3) ACCY 271 Tax Accounting Periods and Methods (ACCY 172 or ACCY 269)
- (3) ACCY 272 Taxation of Business Enterprises I: Corporations (ACCY 172 or ACCY 269)
- (3) ACCY 273 Taxation of Business Enterprises II: Partnerships (ACCY 172 or ACCY 269)

B. Electives (12-15 units)

- (3) ACCY 250 Financial Accounting
- (3) ACCY 274 Estate, Gift and Trust Taxation (ACCY 169B or ACCY 269)
- (3) ACCY 275 Advanced Estate, Trust and Retirement Planning (ACCY 274)
- (3) ACCY 276 International and Multistate Taxation
- (3) ACCY 296 Experimental Offerings in Accountancy **OR** other graduate (200-level) courses as approved by the Accountancy program advisor.

C. Culminating Experience (0-3 units) (advancement to candidacy)

Select one of the following:

- (3) ACCY 500B Project (MGMT 210)
- (0) ACCY 500C Comprehensive Examination (Must be in final semester of program)

Additional Information – Graduate Programs

Concurrent Master's and Juris Doctor Programs

An arrangement between the College of Business Administration (CBA) and the University of Pacific McGeorge School of Law allows a student to earn credits toward a Master's degree and a Juris Doctor (JD) degree concurrently. All of the Masters degrees in the CBA are available through this program.

Applicants who are interested in both Master's and JD programs should consult this catalog for the requirements for admission to the Master's degree program of their choice and contact the Graduate Programs Office (Tahoe Hall 1035) of the College of Business Administration for information on the current program.

Concurrent Master's Programs

A student may concurrently earn the MSBA in Business Administration (option in Management Information Systems or Taxation) from CSUS and the MBA from CSUS. To earn the MSBA degree, the catalog requirements for that degree must be met; i.e., Foundation Courses, Program Requirements, Electives, and Culminating Experience. To concurrently and jointly earn the MBA degree, the student must satisfy the MBA Program Requirements (21 units) and the MBA Culminating Experience (3 units). Course work from the MSBA program can be used to satisfy the nine-unit requirement for Elective Courses. For more information, contact the CBA Graduate Programs Office (Tahoe Hall 1035).

Requirements ■ Certificate – Advanced Business Studies

The Certificate of Advanced Business Studies program is designed to give students a solid foundation in business that will provide them with the skills and competencies necessary to be successful administrators and managers. The program is intended for postbaccalaureate students whose degrees are in non-business fields. The courses of the certificate program will also satisfy the Foundation Requirements of the graduate degree programs in the College of Business Administration.

The Certificate is offered by the College of Business Administration and is administered by the CSUS College of Continuing Education. The Certificate of Advanced Business Studies courses are only available through the College of Continuing Education.

The Program consists of 19 units of graduate level coursework. An overall GPA of 3.0 must be attained for all courses taken in the program. Previous academic courses, completed within the last seven years with a grade of "B" or better, may be accepted as equivalent in satisfying requirements. (CSUS undergraduate equivalents are listed in brackets in the list below.) However, at least six of the nine courses must be taken from CSUS, at the graduate level, and within the certificate program to earn the certificate. For more information, contact the CBA Graduate Programs Office (Tahoe Hall 1035) at (916) 278-6772.

A. Program Prerequisites

Prior to enrolling in the Certificate in Advanced Business Studies courses, students should be proficient in mathematics, statistics, and computer usage. The faculty will assume that all program participants have these minimum proficiencies. These skills may be obtained through prior course work, review classes, or experience. These proficiency courses will not count as credit toward program requirements.

- Statistics: Introductory course work in probability and statistics is strongly preferred.
- Mathematics: At least one semester of calculus is strongly preferred.
- Computer Usage: Ability to use common personal computing hardware and software, particularly word processing and spreadsheet programs.

B. Program Requirements*

- | | | |
|-----|----------|---|
| (3) | ECON 204 | Business Economics
(ECON 001A, ECON 001B) |
| (2) | ACCY 201 | Accounting (ACCY 001) |
| (2) | OBE 202+ | Business Communications Fundamentals |
| (2) | OBE 203 | Legal Environment of Management |
| (2) | OBE 204 | Management and Organization Concepts |
| (2) | MIS 206 | Managerial Statistical Analysis |
| (2) | MGMT 207 | Finance
(ECON 204, ACCY 201, MIS 206) |
| (2) | MGMT 208 | Marketing
(ECON 204, ACCY 201, OBE 203) |
| (2) | MGMT 209 | Production and Operations Analysis
(ECON 204, ACCY 201, MIS 206) |

* CSUS undergraduate equivalents are listed in brackets.

+This requirement will be waived for students who achieve a score of 4.5 or higher on the Analytical Writing Assessment (AWA) section of the GMAT exam.