

SCHOOL OF BUSINESS ADMINISTRATION

MISSION STATEMENT

The mission of the School of Business Administration (SBA) at California State University, Sacramento, is to become the regional center for life-long learning on the theory and practice of the business disciplines. The SBA reaffirms its identity as a teaching institution by providing instructional programs characterized by currency, relevancy, quality and a dedication to student achievements. The School is committed to preparing its students for successful careers in business, industry, government and nonprofit organizations. The SBA will serve its regional, national and international business, and government constituents by offering professional services for renewal and research. The School will utilize the richness of diversity in its faculty, students, staff, alumni, and its unique location in the capital of California.

DESCRIPTION

The School of Business Administration offers curricula leading to a Bachelor of Science degree in Business Administration, a Master of Business Administration degree, a Master of Business Administration degree with concentrations in Finance, Human Resources Management, Management Computer Applications, Managerial Accounting, Marketing, and Urban Land Development; a Master of Science degree in Business Administration with an option in Management Information Systems; a Master of Science in Accountancy degree; and a Master of Science degree in Accountancy with a concentration in Taxation. The School is fully accredited by the American Assembly of Collegiate Schools of Business at both undergraduate and graduate levels.

DEAN/STAFF

Walter W. Perlick, *Interim Dean*

Vicki Kawamura, *Administrative Assistant*, 278-6578

Margaret Moser, *Secretary*, 278-6578

Vacant, *Associate Dean*

Lizza Roy, *Administrative Assistant*, 278-7191

Pamela H. McClure, *Director*,

Office of External Affairs, 278-5974

Herbert Blake, Jr., *Director*, Graduate Programs, 278-6772

Pennie L. Provo, *Director*,

Degree Programs Center, 278-6771

Instructional Departments

Department of Accountancy

John Corless, *Department Chair*

Metwalli Amer; Roger Bartlett; Thomas Beirne, Jr.; H. David Brecht; Erlinda Clark; Stephen Crow; Charles Davis; Amin Elmallah; Jong Kim; James Mackey; Kent Meyer; Suzanne Ogilby; Eugene Sauls; Ragnor Seglund; Curtis Stanley; Haroldene Wunder

Cheryl Williams, *Department Secretary*, 278-6307

Department of Management

Craig Kelley, *Department Chair*

Finance:

Hamid Ahmadi; Patricia Cheshier; Thomas Heflin; James Kuhle; Dale Pletcher; Ralph Pope; Burton Schaffer; Peter Sharp; Carl Walther; David Whidbee

Marketing:

Richard Brock; John Clark; Ralph Gaedeke; Arthur Jensen; Joseph Kilpatrick, Jr.; Ming-Tung (Mike) Lee; Bruce McElroy; Joseph Orsini; Stoakley Swanson; Laurence Takeuchi; Gail Tom; Dennis Tootelian

Operations/Strategic Management:

Thomas Best; Herbert Blake, Jr.; Lindle Hatton; Necmi Karagozoglu; Joel Knowles; John Merchant; Nobuaki Namiki; Paul Tully; Chiang Wang; Ruth Wang
Donna Brown, *Department Secretary*, 278-6459

Department of Management Information Science

Vacant, *Department Chair*

Decision Sciences:

Richard Beckwith; Manfred Hopfe; Robert Mogull; Stanley Taylor

Management Information Systems:

Russell Ching; Edward Christenson; Thomas Hebert; Peter Johnson; Siuwa (Monica) Lam; Merle Martin; Thomas Sandman; David Scanlan; Susan Solomon; San-Yun (Nancy) Tsai
Gwen Anderson, *Department Secretary*, 278-6536

Department of Organizational Behavior and Environment

Jaime Alvaay, *Department Chair*

Business Law:

Donald Carper; Richard Guarino; John LaRocco; Felicenne Ramey

Human Resources Management:

A. Janell Anderson; Margaret Cleek; Anne Cowden; Reginald Goodfellow; M. Ali Raza; P. Michael Sparks; John Stockman

Real Estate and Land Use Affairs:

Cortus Koehler; Josef Moorehead; Craig Stanley; Bill West
Sharon Zettlemyer, *Department Secretary*, 278-6463

PROGRAMS

Degree Programs Center

The Degree Programs Center (DPC) serves students in the School of Business Administration (SBA) with all aspects of program advising, career advising coordination, graduation evaluation approval (for major and minor programs), and clearinghouse activities relating to most types of petitions. A staff of academic advisors is maintained to help guide SBA students through their programs.

It is the responsibility of the incoming transfer student to confirm, as soon as possible, with the DPC (SBA) that courses taken elsewhere have been officially evaluated as equivalent to CSUS business administration courses.

Pennie Provo, *Director*, 278-6771

Program Advisors:

Janet Brecher, Tomi Horne, Kathy McCord, and Susan Tynan
Business Administration Building, Room 1030, 278-6771

Program Advising

All students majoring or minoring in business administration should obtain early advice from the DPC on program requirements and the proper sequence of taking courses. Academic advising not directly related to the business administration major is available through the University Academic Advising Center.

Career Advising

Students are encouraged to seek faculty assistance in choosing career goals. For further information, contact the Degree Programs Center, BUS-1030.

Student Affairs Office

Internships

The purpose of an internship is to increase student understanding of the nature and scope of the operations of business, governmental, or service agencies. An internship must be a **new** learning experience — must be degree enhancing and sufficiently diverse, complex, and challenging to significantly contribute to the students' professional development. In order to do an internship in the SBA, a student must have declared Business Administration as their major.

If a student wants an internship for credit, an application can be picked up in the Internship Office (BUS-1032). The 195 series courses may be taken for a maximum of six (6) units; but no more than three (3) units may be earned in a given semester. The 295 series courses may be taken for a maximum of three (3) units to be applied to the degree. **An internship does not replace a required course.**

Joan Boyd, *Coordinator*, 278-5576 (BUS-1032)

Scholarships

Over 40 scholarships for Spring and Fall semester are available to students majoring in business administration. Contact Joan Boyd in BUS-1032, 278-5576.

Cooperative Education

Cooperative Education (COOP) is an in-depth, on-site student exposure to the appropriate business environment, beyond the experiences normally provided by internships. COOP experiences must add value to the student's academic experience.

Students may enroll once in a 194/294 course for 6 to 12 units of credit. **COOP courses (194/294) will not apply to any concentration requirements, with the exception that three (3) units of MIS 294 credit may be substituted for the MIS 295 MS/MIS degree requirement.**

Undergraduate students must have at least a 2.5 CSUS grade-point-average (GPA) and have completed at least three (3) upper division courses in their concentration. Graduate students must have at least a 3.0 CSUS GPA and have completed at least two (2) Program Requirements courses in their program. COOP students must have at least one semester remaining in their academic programs after completion of the COOP experience. Each Department in the SBA may establish more stringent requirements for COOP credit. A student should check with the individual Department.

All other COOP requirements will be specified by the CSUS Cooperative Education Office in Lassen Hall-2008, 278-4954.

STUDENT ACTIVITIES

Many worthwhile organizations are affiliated with the School:

Accounting Society, American Marketing Association, Beta Alpha Psi (National Accounting Fraternity), Beta Gamma Sigma (National Honor Society), Business Association of Black Students, Business Council, Financial Society (Honor Society), Gamma Iota Sigma (Insurance), Graduate Business Students Association, Human Resources Management Association, International Business Organization, Investment Club, Latin American Business Students Association, Management Information Systems Association, Rho Epsilon (Real Estate), and Society for the Advancement of Management.

Membership requirements and activities may also be obtained from the faculty sponsors. List is available in the DPC, BUS-1030.