

BUSINESS ADMINISTRATION**Office:** Charter Hall 129, 537-6223**Chair:** Raphael Onyeaghala**Department:** Business and Public Affairs

See also: Accounting, Agribusiness, Culinology®, Finance, Hospitality, Management, Marketing, Political Science and Public Administration for additional majors offered by the Department of Business and Public Affairs as well as those offered by other departments: Sports Management (see: Wellness and Human Performance), Music Management (see: Music) and Justice Administration.

SMSU offers Bachelor of Science, Associate of Science, and a minor for business related and non-business related majors. These programs will allow students to strengthen their general business skills and knowledge. The business curriculum is founded on a strong foundation of business core courses that are necessary for success in today's competitive economic environment.

Students with other majors could also decide to earn a Business minor. The minors are built around the same core competencies as the major, and either minor can be a great addition to a student's academic credentials.

SMSU also has business degree offerings that are particularly suited to transfer students who have course work and earned degrees from other colleges and universities. For example, students with degrees from two-year colleges can pursue either a B.S. in Business Administration, or a B.A.S. in Management or Marketing. To determine which degree is the best fit, transfer students should consult with the Chairperson for SMSU's Business and Public Affairs (BPA) Department. Students located at distant sites outside Marshall, Minnesota should know that the BPA Department works closely with SMSU's Distance Learning Office to operate numerous outreach programs throughout Minnesota.

SMSU's Career Services Office has years of data that consistently demonstrate the strong job placements of our business graduates. We also have a very successful and active internship program.

Our business faculty are professionals who have industry experience and strong academic credentials. More importantly, our faculty are dedicated educators with a passion for teaching and learning. We care about our students, and we are constantly improving our programs to make sure that we are fully preparing our students for a globally-competitive business world where change is the only constant.

Pre-Business Requirements:

Students seeking a B.S. in Business Administration must complete the Pre-Business requirements.

Pre-Business requirements for students accepted as majors in Business Administration (BADM) are:

1. Complete ENG 101 with a grade of "C" or better, or otherwise satisfy the ENG 101 requirement by testing-out with an instrument approved by SMSU's English Department.
2. Earn a grade of "C" or better in the following courses:
 - a. MATH 115 (Finite Mathematics) or MATH 140 (Calculus, A Short Course) or a higher-level calculus course.
 - b. ENG 102 (Rhetoric: The Essay)
 - c. ENG 103 (Rhetoric: Critical Writing)
 - d. SPCH 110 (Essentials of Speaking and Listening)
3. If a student earns a grade of "C-" or less in any of the above courses, then the student would be required to retake the course(s), and earn a grade of "C" or better prior to admission to the Business Administration program.
4. Prior to admission to the Business program, a student must have earned a cumulative GPA of 2.5 or better within 27 credits of SMSU's Liberal Arts Curriculum (LAC). Of the 27 credits of LAC courses used to determine the GPA, the following courses must be included: MATH 115 or MATH 140 or higher-level calculus course; ENG 102; ENG 103; and SPCH 110. No courses outside the LAC will be used to determine the GPA for entry into the Business Administration major programs.
5. The Business Administration faculty relies upon active advising and up-to-date record keeping to assure that qualified students are admitted as full Business majors. Students who have not yet met the pre-business requirements are provided with advice and guidance to pursue entry into the program. Entrance into the program should be planned for the second semester of the sophomore year or the first semester of the junior year.
6. The above pre-business requirements for admission to the Business program are separate from SMSU's Liberal Arts Curriculum (LAC) requirements. All students, including transfer and honor students, who plan to major in Business Administration must meet or exceed the Pre-Business requirements.
7. Students in the Honors Program at SMSU may satisfy the pre-business requirements for ENG 101, ENG 102 and ENG 103 by completing their approved Honors Curriculum. The other requirements, including MATH 115, MATH 140 or a higher-level calculus course, SPCH 110 and the requirements 3-6 above, must be completed as indicated.

Bachelor of Science: Business Administration (51 credits)

A. Business Core Courses: (36 credits)	36
ECON 201 Principles of Microeconomics	3
ECON 202 Principles of Macroeconomics	3
ACCT 211 Principles of Accounting I	3
ACCT 212 Principles of Accounting II	3
FIN 230 Business Statistics I	3
MGMT 280 Computer Concepts and Applications	3
MGMT 300 Management Principles	3

Effective 07/01/09

Note: While every effort is made to ensure accuracy, SMSU reserves the right to correct any clerical errors herein.

MKTG 301	Marketing Principles	3
BADM 305	Business Law I	3
FIN 350	Managerial Finance	3
MGMT 422	Production and Operations Management	3
MGMT 492	Business Policy	3
BADM 495	Senior Examination - Business	0
B. Restricted Business Electives: (9 credits)	9
Three related upper-level business administration, management, or finance courses chosen from a list approved by the Business and Public Affairs department faculty and approved by advisor. A list is available in the Department Office, CH 129.		
C. Interdisciplinary Studies: (6 credits)		
ECON 470	International Business & Economics	
	OR	3
Other international course from a list approved by the faculty*		
	AND	
One non-Business course from a list approved by the faculty*		
* Lists are available in the Business and Public Affairs Department Office, Charter Hall 129.		
D. Additional Requirements:		
Graduation from the program requires the student to take at least 40 credit hours at the 300-400 level. The courses may come from any department/program.		
Total Credits:		51

Graduation Requirements:

- Majors in Business Administration must meet the following requirements in order to graduate:
1. A grade point average of 2.50 in all major course work taken at SMSU and an overall GPA of 2.50 in major course work including courses transferred from other institutions. Any exceptions to this requirement must be approved by the faculty of the Business Administration program.
 2. All major programs must have the approval of the student's advisor and the Business Administration faculty.
 3. All BADM majors must take a comprehensive examination that will assess their basic knowledge and understanding gained in the business curriculum. The examination is given in the course, BADM 495, Senior Examination- Business, which should be taken during the student's last semester before graduation.

Associate in Science: Business Administration (64 credits)

Summary of Requirements for the A.S. in Business Administration

(34 credits meet LAC/MTC requirements)	
Basic Courses (12 credits meet LAC/MTC requirements)	12 or 13
Business Core Courses (6 credits meet LAC/MTC requirements)	27
Electives	8 or 9
Additional Liberal Arts Curriculum (LAC)/Minnesota Transfer Curriculum(MTC)	
Courses (16 credits meet LAC/MTC requirements)	16
Total Credits:	
	64

A. Basic Courses: (12 or 13 credits)

ENG 101*	Fundamentals of College Writing	0 or 1
ENG 102	Rhetoric: The Essay	3
ENG 103	Rhetoric: Critical Writing	3
SPCH 110	Fundamentals of Public Speaking	3
MATH 110	Finite Math	3
	OR	3
MATH 140	Calculus: A Short Course	3
Basic Course Credits:		12 or 13

B. Business Core Courses: (27 credits)

ECON 201	Principles of Microeconomics	3
ECON 202	Principles of Macroeconomics	3
ACCT 211	Principles of Accounting I	3
ACCT 212	Principles of Accounting II	3
MGMT 221	Computer Concepts and Applications	3
MGMT 300	Management Principles	3
MKTG 301	Marketing Principles	3

ACADEMIC PROGRAMS

BADM 305 Business Law I.....	3
FIN 350 Managerial Finance	3
Business Core Courses:	27

C. Electives: (8 or 9 credits)

Elective Courses are chosen by the student in consultation with his/her advisor.

* If ENG 101 is taken as part of the Basic Courses, then the minimum number of credits in elective courses is 8 credits, otherwise the total must equal 9 credits.

Elective Courses:	8 or 9
-------------------	--------

D. Additional LAC/MTC Courses: (16 additional credits minimum)

	<i>Credits Earned in Basic or Core</i>	<i>Additional Credits Required</i>
Communication Skills (9 credits minimum).....	9	0
Mathematics (3 credits minimum).....	3	0
History and Social Science (9 credits total; at least 3 in history, and at least 3 credits from two different Social Science disciplines.).....	3	6
Humanities and Fine Arts (6 credits total; at least 3 credits from two different disciplines).....	0	6
Science (4 credits minimum, include lab component).....	0	4
Critical Thinking (3 credits minimum).....	3	0
Total LAC/MTC Courses	18	16

Additional LAC/MTC Credits:	16
-----------------------------	----

Total Credits:	64
----------------	----

E. Additional Requirements:

1. A combined total of at least 64 semester credits must be earned as a graduation requirement for an A.S. degree, and a minimum of 30 semester credits (within the 64 total) must be LAC/MTC courses.
2. Students seeking to graduate with an A.S. degree in Business Administration must meet all of Southwest Minnesota State University's requirements that are associated with the A.S. degree.
3. Each student seeking an A.S. degree in Business Administration, in consultation with his/her advisor, shall decide on the courses to be taken as elective courses within the major.
4. Each student seeking an A.S. degree in Business Administration, in consultation with his/her advisor, shall decide on the courses to be taken as LAC and/or MTC requirements of the A.S. degree.
5. Final approval of a student's A.S. degree program shall rest with the academic advisor and SMSU's Business and Public Affairs Department.

Note: The student must have a GPA of 2.0 or higher in the Business Core courses required for the Associate in Science degree.

Minor: Business Administration for Business-Related Majors (30 credits)

For majors in business-related programs including Accounting, Finance, Hospitality, Management, Marketing, Agribusiness Management, Sports Management and related Interdisciplinary Majors.

A. Business Core Courses: (24 credits)

ECON 201 Principles of Microeconomics	3
ACCT 211 Principles of Accounting I	3
ACCT 212 Principles of Accounting II.....	3
MGMT 221 Computer Concepts and Applications	3
MGMT 300 Management Principles	3
BADM 305 Business Law	3
FIN 350 Managerial Finance	3
One upper level Business Administration, Economics, Finance, or Management course.....	3

B. Interdisciplinary Studies: (6 credits)

ECON 470 International Business and Economics.....	3
OR	3
Other international course from a list approved by the Business faculty*	3
One non-Business course from a list approved by the Business faculty*	3

* Lists are available in the Business and Public Affairs Department Office, CH 129.

Total Credits:	30
----------------	----

NOTE: The electives used for the Business Administration Minor cannot not be counted toward other degrees.

Minor: Business Administration for Non-Business Majors (24 credits)*For majors in non-Business related programs.*

ECON 201	Principles of Microeconomics	3
ACCT 211	Principles of Accounting I	3
ACCT 212	Principles of Accounting II	3
MGMT 221	Computer Concepts and Applications	3
MGMT 300	Management Principles	3
MKTG 301	Marketing Principles	3
BADM 305	Business Law I	3
FIN 350	Managerial Finance	3
Total Credits:		24

Note: The student must have a GPA of 2.0 or higher in the courses required for either Business Administration Minor.

BUSINESS ADMINISTRATION COURSES (BADM)**BADM 101 Introduction to Business (3 credits)**

This course explores all of the traditional functions performed by business, an introduction of principles and concepts of business, and the framework and environment of our free enterprise system in a global world.

BADM 205 Business and Society (3 credits)

Nature of business and its environment; social, cultural, and economic considerations; governmental interrelations.

BADM 286 Special Topics (1-4 credits)**BADM 300 Legal Environment of Business (3 credits)**

The legal system and government regulation of business activities affecting the physical environment, consumers, employees, competitors, and society as a whole.

BADM 305 Business Law I (3 credits)

Introduction to legal systems, torts, property, contracts, agency, and partnerships.

BADM 355 Business Law II (3 credits)

Corporations, securities regulations, sales, commercial property and credit.

BADM 360 Insurance and Risk Management (3 credits)

Risk, insurance, types of carriers, types of insurance contracts, and risk management for both personal and business use.

BADM 365 Real Estate (3 credits)

Property rights, financing, brokerage, property valuation, and planning.
Prerequisite: BADM 305.

BADM 486 Special Topics (1-4 credits)**BADM 494 Independent Study (1-3 credits)**

An approved project in an area of management of particular interest to the student with responsibility for formulation and oral defense of the required work under the guidance of a faculty member. Prerequisite: junior standing.

BADM 495 Senior Examination - Business Administration (0 credits)

A comprehensive examination covering the Business Administration major. Prerequisites: Admission to the Business Administration major and senior standing.

BADM 499 Business Administration Internship and Seminar (1-6 credits)

The opportunity to pursue an internship is designed to supplement course materials with actual related work experience. Students are expected to integrate disciplinary knowledge in a real world setting. The student will submit weekly reports on work assignments as well as a report at the conclusion of the internship. The number of credits allowed will depend on the magnitude of the internship. Prerequisites: Prior approval for an internship position is determined by the designated faculty advisor; minimum of one semester in residence after internship; and a 2.25 GPA.