



MIDDLE GEORGIA STATE UNIVERSITY

SCHOOL OF BUSINESS

STUDENT HANDBOOK

2015-2016

Table of Contents

Dean's Welcome	Page 3
School of Business Mission Statement	Page 4
Core Curriculum Learning Outcomes	Page 4
Middle Georgia State University Mission Statement	Page 4
Admissions Requirements	Page 4-5
School of Business Academic Policy.....	Page 5
Academic Suspension Policy	Page 5
Student Code of Conduct	Page 6-7
Academic Advising	Page 8
Programs Offered	Page 9
Program Requirements	Page 10-11
Major Requirements	Page 12-26
Graduation	Page 28-29
Clubs and Organizations.....	Page 30
Executive Industry Council.....	Page 31
Faculty and Staff.....	Page 32-33



Dr. Varkey K. Titus, Ph.D.
Dean, School of Business

Dean's Welcome

Greetings from the faculty, staff, and students of the School of Business at Middle Georgia State University.

I hope that the information you find here will help you to understand and appreciate the educational experience at Middle Georgia State University. Please be assured of our commitment to work with you to provide valuable opportunities that will shape the rest of your life.

The primary goal of the School of Business is to offer high quality business programs. Technological changes and globalization of business activities have created tremendous demand for business graduates. Our courses and degree programs are carefully developed to prepare students for successful business careers.

You will find highly competent professors who are dedicated to excellence in teaching and advising. They will teach you the latest business theories and practices. They will also guide your studies and career decisions. You will have easy access to the latest technology and learning resources. Middle Georgia State University's student-centered culture nurtures plenty of opportunities to interact with students and faculty. Upon graduation, you will expect rewarding careers in private industries or in the public sector.

We are proud of our University and the educational opportunities offered through the School of Business. As you make one of the most important decisions of your life, we encourage you to give serious consideration to attending Middle Georgia State University. It will be a wise and rewarding investment in your future.

We look forward to seeing you on campus.

Varkey K. Titus, Ph.D.
Dean, School of Business

School of Business Mission Statement:

The Mission of the School of Business is to provide high quality undergraduate business programs targeted primarily to meet Central Georgia workforce needs. The School focuses on effective teaching and student learning for a diverse student population. Faculty engagement in scholarly activities, especially applied and pedagogical research, enhances classroom instruction. Faculty provides professional services to the community and their disciplines.

Vision:

Our vision is to be a leading School of Business known for the quality of its academic programs, diversity of its students, and contributions to the business development of Georgia and beyond.

Core Values:

- Continuous improvement— *We are committed to continuous improvement.*
- Curriculum— *We offer a dynamic curriculum blending theory with practice.*
- Diversity— *We value the diversity of the Middle Georgia State University community.*
- Integrity— *We share a strong commitment to honesty, fairness and high ethical standards.*
- Partnership— *We are committed to building mutually beneficial relationships with key stakeholders.*
- Access— *We provide access to opportunities for our students.*

School of Business Core Curriculum Learning Outcomes:

Within the context of a business environment, MGA School of Business graduates will demonstrate:

1. An understanding of global and diversity issues.
2. An ability to make decisions using quantitative and qualitative data and techniques.
3. An understanding of ethical issues.
4. An understanding of common core concepts in business and the use of technology.
5. Oral and written communication skills.
6. Major field knowledge (for future study).

Middle Georgia State University Mission Statement:

The Mission of Middle Georgia State University is to serve the educational needs of a diverse population through high-quality programs connected to community needs in a global context and to serve as a leader for the intellectual, economic, and cultural life of the region.

School of Business Admission Requirements:

All students entering Middle Georgia State University with the intention of declaring a business major will be classified as Pre-Business. Before being formally admitted to the School of Business in one of our five concentrations (Accounting, Management, Marketing, General Business, and Productions/Operations Management), Pre-Business students must complete 60 hours with a minimum overall 2.25 GPA and a “C” or higher in each of the following courses.

- ❖ ENGL 1101 /1102—English Composition 1 and 2
- ❖ MATH 1101 (Introduction to Mathematical Modeling), MATH 1111 (College Algebra), MATH 1113 (Pre-Calculus), MATH 1251 (Calculus I), or MATH 2252 (Calculus II)
- ❖ MATH 1200—Elementary Statistics
- ❖ ACCT 2101/2102—Principles of Accounting 1 and 2
- ❖ ECON 2105/2106—Principles of Macroeconomics and Microeconomics
- ❖ ITEC 2201—Business Information Applications, and
- ❖ BUSA 2105—Communicating in the Business Environment.

All incoming students, freshman or transfer students, will be classified as Pre-Business majors until the criteria for admission to the School of Business is satisfied.

Students who have completed forty-five (45) hours that include the above courses, and are enrolled in the last few required lower-level courses may be granted “provisional acceptance.”

Students must complete the Upper-Division Course Request Form to request authorization to enroll in 3000-level courses. The form will be available in the School of Business Administrative Office. At the time of the request, students who have not satisfied the above requirements, the completion of the required forty-five (45) hours, and the pre-requisites in Area F that are needed for some of the upper-level courses will be denied permission to enroll in courses during the advanced registration period. No exceptions to this policy will be granted.

Once a student has successfully completed all the requirements for admission to the School of Business, he/she will be assigned an academic advisor in the discipline of his/her choice.

School of Business Academic Policies:

Repeating a Course:

Students who fail a Middle Georgia State University class may retake the class a second time. After the second failure in the same class, students must gain permission from the Dean of the School or College in which the class is housed to retake the course all subsequent times. Students seeking to retake a class after the second failure must meet with the appropriate Dean, who will evaluate the student’s academic readiness and may approve course retake. The Dean may require tutoring or supplemental instruction.

The maximum number of times a Business course can be completed by a MGA Business student is two

A course is considered to be completed if at the end of the term (Semester, Summer Session, Maymester, or Wintermester) the final grade is “A,” “B,” “C,” “D,” “F,” or “WF” (or FA depending on the system).

Academic Withdrawal Policy:

Students may initiate withdrawal from classes through the Student Web Organized Records & Data System (SWORDS) or by submitting a Withdrawal Form to the Office of the Registrar at the Macon campus or other administrative offices at other campuses.

Middle Georgia State University limits the total number of withdrawal hours that students may accrue over the course of their matriculation. A maximum of 15 withdrawal hours are allowed.

Once students reach the 15 hour limit, all subsequent withdrawals will be assigned a grade of F.

GPA and Probation Policies:

- a. In order to be admitted as a student of the School of Business the student must have a GPA of 2.25 or higher.
- b. If the GPA of a Business student at the end of a term is lower than 2.0, the student will be placed on Probation for that term.
- c. The maximum allowed number of ***successive*** Probation periods for a Business student is two (2). If a Business student’s GPA remains lower than a 2.0 for a third consecutive term, the student will be suspended from the School of Business for one year.

Middle Georgia State University Academic Suspension Policy:

A student who fails to maintain the required 2.00 cumulative institutional Grade Point Average after having been placed on Academic Probation, and does not achieve an institutional GPA of 2.00 or higher

for that semester (Term GPA) will be suspended from the University. The first suspension is for one term; the subsequent suspension is for one year. Students will receive notification of their suspension through their Middle Georgia State University e-mail account, their academic record available on SWORDS, and by letter from the Office of the Registrar.

When placed on academic suspension for the period of one semester, the student will be eligible to reapply to the University in the Office of the Registrar by the end of the next academic term. For example; should a student be placed on a **one term academic suspension** at the end of spring semester, the one term suspension could be the summer term and then the student could then reapply for a fall admission. When placed on an academic suspension for **the period of one year**, the student will be eligible to reapply to the University in the Office of the Registrar after three consecutive semesters.

Students may not petition academic suspension.

Student Code of Conduct:

The student code of conduct can be found in the Middle Georgia State University Student Handbook http://www.mga.edu/student-affairs/docs/MGA_Student_Handbook.pdf.

Responsibilities:

Scholars may debate whether or not there was an actual written Code of Chivalry. However, there are some basic tenets that were a part of the Code: Honor, Fortitude, Virtue and Loyalty.

With the Knight as the University's mascot, those same tenets can be seen in the responsibilities that Middle Georgia State University students accept as part of the learning community. In fact, **the primary expectations of all Middle Georgia State University students are integrity and civility**. Each student should approach his/her academic endeavors, relationships and personal responsibilities with a strong commitment to personal integrity and interpersonal civility. These responsibilities apply collectively to members of recognized student organizations. These responsibilities are:

1. ***Individuals will fulfill their academic responsibilities in an honest and forthright manner.***

Examples of prohibited behavior include but are not limited to: plagiarizing another's work (as defined in Part I, number 16 of this Code); submitting course assignments that are not one's own; submitting the same paper in different classes without prior approval from both instructors; cheating (as defined in Part I, number 15 of this code); acquiring or using test materials without faculty knowledge; accessing any information, resource, and/or means of communication during an exam or assignment without specific authorization from the professor; failing to follow class policy; obtaining academic benefits through computer fraud or unauthorized access; engaging in academic fraud alone or with others; using Internet material without proper citation; illicitly attempting to influence grading; failing to abide by test-taking procedures.

2. ***Individuals will respect and foster the academic endeavors of other members of the University community.*** Examples of prohibited behavior include but are not limited to; harassing a member of the University's faculty; disrupting teaching or research; creating excessive noise that disrupts classes, studying, or University activities; other activities that seriously disrupt learning.

3. ***Individuals will protect and support the personal safety of all members of the University community.*** Examples of prohibited behavior include but are not limited to: sexual assault, sexual contact without expressed permission; indecent exposure, stalking (persistent unwelcome contact or observation); threatening with a weapon; fighting; battery; physical violence; unsolicited physical contact with another person; actions taken with disregard for the harm that may ensure. Middle Georgia State University observes a strict policy with regard to acts of physical violence. Any person perpetrating an act of physical violence is automatically subject to the severest penalty provided in the "Disciplinary Sanctions" section of this code.

4. **Individuals will respect other members of the University community.** Examples of prohibited behavior include but are not limited to: disruptive noise; terroristic threats; sexual harassment; verbal or written intimidation; verbal or written harassment; e-mail or telephone harassment; harassment based on group membership; falsely accusing another; verbal abuse—beyond a reasonable statement of opinion—that may cause humiliation or stress to another; hazing (defined as mandating undesirable activities, a pattern of banter/ridicule/criticism/and or the use of humiliation as a form of initiation); calumny (making false statements with the intent to harm another); slander; any unauthorized use of electronic or other devices to make an audio or video record of any person while on University premises without his or her prior knowledge, or without his or her effective consent when such a recording is likely to cause injury or distress. This includes, but is not limited to, surreptitiously taking pictures of another person in a gym, locker room, or restroom; actions that unduly interfere with another student's right to learn and participate.

5. **Individuals will show regard for the property of the University, its community members, and visitors to the campus.** Examples of prohibited behavior include but are not limited to: vandalism, theft; destruction of property; acting fraudulently to obtain goods, services, or funds from University departments, student organizations, or individuals; using one's leadership position for personal gain; misuse and/or wrongful use of university facilities, equipment; failure to comply with policies regarding timely return of materials or equipment check out or on loan to the student; wrongful sale or use of another's property; knowingly possessing or using stolen property; failure to report knowledge of an infraction; unauthorized possession or duplication of a university key(s); providing a key to another person without proper authorization; not reporting a crime committed on campus.

6. **Individuals will respect the integrity of the University's academic and administrative records.** Examples of prohibited behavior include but are not limited to acting alone or with others to : misrepresent academic status, performance, awards, or graduation material; omit material from or manipulate records; falsify a signature; falsify, alter, steal, or destroy University documents; alter, forge, or misuse University academic records; obtain grades; course access, awards, or endorsements dishonestly; commit computer fraud.

7. **Individuals will contribute to a safe environment within the University community.** Examples of prohibited behavior include but are not limited to: possession of firearms/weapons (except as permitted by Georgia law), incendiary devices, or explosives; possession of articles or substances that are used as weapons or simulated weapons unless prior authorization is received from the Middle Georgia State University Chief of Police; misuse of University keys; willful failure to identify or false identification of oneself or one's guest(s); failure to assume responsibility for the actions of one's guest(s); misuse or damage of fire-fighting, safety, or other emergency equipment; interference in the provision of emergency services; failure to comply with appropriate requests from Public Safety Officers or University staff members; intoxication that disrupts other individuals or the University's activities/administrative responsibilities; failure to comply with restriction from areas on campus. Students may not participate in any activity that could cause harm to themselves or others.

8. **Individuals will adhere to federal, state, local, State College Board, and University law/regulations that govern individual actions and relationships among community members.** Examples of prohibited behavior include but are not limited to: sexual assault, physical assault; unauthorized possession of alcohol; possession, sale, or distribution of illegal substances; violation of University or department regulations, i.e. Drug-Free Campus policy; Residence Life Handbook; parking regulations; violation of University e-mail or computer usage policy; violation of any University or Board of Regents' policy; violation of laws.

9. **Individuals will assist the University in fulfilling its administrative responsibilities.** Examples of prohibited behavior include but are not limited to: retaliation towards an individual for involvement in a University activity; disruption of programmatic, administrative, or public service activities of the University; harassment of University staff (including student staff); submission of a false or purposely incomplete statement/report; misuse, alteration, or transference to another person of the Student

Identification Card; failure to appear in response to a proper summons, when requested to do so by a University official; disruption of disciplinary procedures and activities; dishonesty as part of a University hearing; misuse of one's position within the University; failure to comply with sanctions from a disciplinary hearing.

The most current version can be found in Middle Georgia State University's Student Handbook at http://www.mga.edu/student-affairs/docs/MGA_Student_Handbook.pdf.

Academic Advising:

School of Business Advising Center

On July 1, 2011, the School of Business added a professionally staffed Academic Advising Center to provide advising services to incoming freshmen, sophomores, and transfer students, as well as those students who are currently enrolled in the Associates or Bachelor's degree programs in Business. The goal of the Academic Advising Center is to guide you through the School of Business program, help you determine your field of study and to assist you in the registration process. Furthermore, those charged with advising responsibilities are expected to reflect the values of the advising profession as well as, those of the institution.

Advisor Responsibilities:

- Advisors are responsible to the individuals they advise by working to strengthen the importance, dignity, potential, and unique nature of each individual within the academic setting.
- Advisors are responsible for involving others, when appropriate in the advising process by recognizing their limitations and making referrals to qualified persons when appropriate.
- Advisors are responsible to their institutions by upholding the specific policies, procedures, and values of their departments and institutions.
- Advisors are responsible for higher education by honoring academic freedom. They realize that academic advising is not limited to any one theoretical perspective. Advisors are advocates for student's educational achievement to the highest attainable standard, support student's goals, and uphold the educational mission of the institution.
- Advisors are responsible to their educational community by interpreting their institutions mission as well as its goals and values.

Student's Responsibilities:

- Initiate contact with your advisor during his/her office hours, by telephone, or e-mail.
- Come to appointments on time (cell phones turned off). If you cannot make your appointment be courteous and call to cancel or reschedule.
- Talk to your advisor if you are concerned about any aspects of your University experience.
- Discuss important decisions or questions about your education (i.e. choice of major, change of major) well before the registration period.
- Come prepared for your advising appointment. Make sure that you review your degree requirements. Come with a list of courses, course sections, alternative course choices, and the meeting times of the courses.
- Make sure that any holds are lifted (i.e. parking fines, library fines, etc.) before coming to your scheduled advising appointment.

For more information visit the Academic Advising Center located in PSC 374 and PSC 372 (Professional Science Building 3rd Floor) Monday thru Thursday 8:00 a.m. until 5:30 p.m. and Friday from 8:00 a.m. until 12:00 noon. You may also call (478) 471-2793 or (478) 757-3632 to speak with an advisor.

Programs Offered:

The Bachelor of Science in Business & Information Technology provides a traditional foundation in business theory and practice supported by an understanding of the effects of new information technologies in the workplace. Students will take core courses in business and information technology, and then select major tracks from accounting, marketing, management, production/operations management, or general business.

- **Accounting:** Accountants will find employment with private companies, government agencies, and not-for-profit institutions with positions in auditing or financial, tax cost, or managerial accounting. Graduates also may seek careers with certified public accounting firms. Accountants also have the opportunity to obtain several professional certifications such as Certified Public Accountant (CPA), The Certified Management Accountant (CMA) and the Certified Internal Auditor (CIA).
- **General Business:** Students will study in each of the functional areas of business: accounting, management, and marketing. The General Business major will appeal to students who desire a broad background in all areas of business rather than specialization in any one field of business. This track is also appropriate for those who have an interest in law or employment at the entry level where the position requires knowledge of all fields of business but without the special emphasis of one particular discipline.
- **Management:** Students will study production and operations management, organizational behavior, quantitative methods, labor relations, and human resource management. They will have the opportunity to learn about small business development and international business. Management graduates will be prepared for administrative careers in the public and private sector. The curriculum offers courses that will prepare the graduates for job opportunities in human resources management, labor relations, training and development, and operations management.
- **Marketing:** Students will be prepared to manage the set of processes for creating, communicating, and delivering value to customers in ways that benefit the organization and its stakeholders both in domestic and international markets. Graduates will find job opportunities in the areas of product and brand management, sales, services and social marketing, retailing, advertising, and marketing research. The information technology component of this degree will provide knowledge and skills to utilize multimedia programs, databases, networks, and electronic commerce in marketing activities.
- **Production/Operations Management:** Students study areas related to the provision of goods and services to both external and internal customers. They learn about business process analysis and design, inventory management, production and service planning, quality management, lean manufacturing, lean administration, six sigma, quantitative and qualitative analysis tools, theory of constraints, and other related areas. Graduates of this program are prepared for careers in manufacturing and service firms in both the public and private sector.

Job Opportunities: Completion of the degree prepares graduates for employment opportunities in both the private and public sectors. Business professionals who are knowledgeable in business *and* information technology are an important part of any management team. They will be prepared to use and direct information technology resources for competitive advantage in their respective fields. Depending on the particular major selected, graduates will find job opportunities in the traditional

areas of accounting, marketing, and management. The information technology component of this degree will make these graduates even more productive in these career areas.

Bachelor of Science in Business & Information Technology

To earn a Bachelor of Science in Business & Information Technology, a student must meet the following curriculum requirements.

Area A Essential Skills (9 semester hours)		
Course		Credits
ENGL 1101		3
ENGL 1102		3
MATH 1101, 1111, 1113, 1113H or 1251		3
Area A Total		9

NOTE: Grade of “C” or higher for Area A Math is required.

Area B Institutional Options (4 semester hours)		
Course		Credits
Choose from Area B courses offered each semester		4
Area B Total		4

****NOTE:** Freshman with less than a 3.0 High School Grade Point average and transfer students with less than 18 hours must take FYES 1001 (Freshmen Year Seminar) during their first term of enrollment at Middle Georgia State University.

Area C Humanities/Fine Arts (6 semester hours)		
Course		Credits
Literature-based Elective-Choose one ENGL 2111*, 2112*, 2121, 2122, 2131, 2131H, 2141, 2142		3
Area C-Elective—Choose One ARAP 1100, COMM 1110, FREN 1002, 2999 GRMN 1002, 2001, 2002 HUMN 2111H, 2151, 2152, 2255, 2156 MUSC 1100 PHIL 2201 SPAN 1002, 2999 THEA 1100		3
Area C Total		6

Area D Science, Math & Technology (11 semester hours)		
Course		Credits
Lab-Science Electives—Choose Two		8

ASTR 1010K, 1020K
 BIOL 1001K, 1002K, 2107K, 2108K
 CHEM 1151K, 1152K, 1211K, 1212K
 PHSC 1011K
 PHYS 1111K, 1112K, 2211K, 2212K

Area D-Elective—Choose One 3
 MATH 1200

Area D Total 11

NOTE: MATH 1200 is a prerequisite for MGA’s BS degree in Business & Information Technology. A grade of “C” or better is required.

Area E
 Social Sciences
 (12 semester hours)

Course	Credits
HIST 2111 or 2111H or HIST 2112 or HIST 2112H	3
POLS 1101 or 1101H	3
PSYC 1101, 1101H, SOCI 1101, or SOCI 1101H	3
Area E Elective	3
ANTH 1002	
GEOG 1101	
HIST 1111*HIST 1112*HIST 1190	
POLS 2301*POLS 2401*	
SOCI 1160	
Area E Total	12

*These courses fulfill the Global Perspectives Requirement. Students must take at least one of the these courses to fulfill the requirement.

Area F
 Major Field
 (18 semester hours)

Course	Credits
ACCT 2101	3
ACCT 2102	3
BUSA 2105	3
ECON 2105	3
ECON 2106	3
ITEC 2201	3
Area F Total	18

NOTE: A Grade of “C” or higher is required in Area F for BS degree in Business & Information Technology

A grade of “C” or better is required in all 3000/4000-level courses used to meet the Business & Information Technology requirements.

The Business and Information Technology degree requires 60 semester credit hours beyond the associate degree.

BUSINESS ADMINISTRATION
 (27 semester hours)

Course	Credits
BUSA 3101	3

INFORMATION TECHNOLOGY
 (6-9 semester hours)*

Course	Credits
ITEC 3300	3

ECON 3175	3	ITEC 3340	3
FINA 3110	3	One ITEC elective selected below	3
LENB 3135	3	ITEC Electives	
MGMT 3101	3	ITEC 3310	3
MGMT 3141	3	ITEC 4254	3
MGMT 3165	3	ITEC 4288	3
MGMT 4195	3		
MKTG 3161	3		

*Accounting majors will take ACCT 4205 (Accounting Information Systems) to meet ITEC elective requirement.

ACCOUNTING
(27 semester hours)
Sample Program Map for Accounting

Course	Course Title
ACCT3101	Intermediate Accounting I
ACCT 3102	Intermediate Accounting II
ACCT 3103	Intermediate Accounting III
ACCT 3110	Cost Accounting
ACCT 3120	Principles of Taxation I
ACCT 4135	Auditing
ACCT 4205	Accounting Information Systems

One Accounting Elective may be selected from the following:

Accounting Electives

ACCT 3111	Advanced Cost Accounting
ACCT 3125	Governmental and Not-for-Profit Accounting
ACCT 4110	Advanced Accounting
ACCT 4120	Principles of Taxation II
ACCT 4140	Auditing II
ACCT 4305	Current Issues-Accounting and Auditing
ACCT 4205	Special Topics
ACCT 4605	Internship and/or Cooperative Education

One other 3000-4000-level business elective (3 hours)

Management
(24 semester hours)
Sample Map Program for Management

Course	Course Title
MGMT 3102	Human Resource Management
MGMT 3155	Organizational Behavior
MGMT 3175	Quantitative Methods
MGMT 4115	Collective Bargaining/Labor Relations

Two Management Electives may be selected from the following

Management Electives

MGMT 3104	International Business
MGMT 3160	Management Information Systems
MGMT/SCM 3314	Purchasing and Supply Chain Management
MGMT 4125	Compensation and Benefits
MGMT 4135	Entrepreneurship
MGMT 4145	International Business
MGMT 4151	Principles of Contracting
MGMT 4152	Contract Evaluation and Award
MGMT 4153	Contract Pricing

MGMT 4165	Small Business Management
MGMT 4166/SCM 3100	Advanced Operations Management
MGMT 4167	Operations Strategy
MGMT 4171	Introduction to Lean/Six Sigma
MGMT 4172	Advanced Lean/Six Sigma
MGMT 4173	Lean/Six Sigma Capstone Project
MGMT 4174	Introduction to Lean Process Improvement
MGMT 4181	Service Management
MGMT 3505	Women in Management
MGMT 4505	Special Topics
MGMT 4605	Internship and/or Cooperative Education
MGMT 4805	Independent Study

Two other 3000-4000-level business electives (6 hours)

**Production/Operations Management
(24 semester hours)
Sample Program Map for Production/Operations Management**

Course	Course Title
MGMT 3175	Quantitative Methods
MGMT 4166/SCM 3100	Advanced Operations Management
MGMT 4167	Operations Strategy

Four Electives may be selected from the following:

ACCT 3110	Cost Accounting
HLSA 3360	Quality Management and Improvement
MGMT 3314	Purchasing and Supply Chain
MGMT 4171	Introduction to Lean/Six Sigma
MGMT 4172	Advanced Lean/Six Sigma
MGMT 4181	Service Management
MGMT 4605	Internship and/or Cooperative Education Credit
SCM 3300	Warehousing and Distribution

One other 3000-4000-level business elective (3 hours)

**Marketing
(24 semester hours)
Sample Program Map for Marketing**

Course	Course Title
MKTG 3162	Consumer Behavior
MKTG 4161	Marketing Research
MKTG 4163	Services Marketing
MKTG 4198	Marketing Management

Two Marketing Electives

Marketing Electives

MKTG 3167	Retailing
MKTG 3170	Sales and Sales Management
MKTG 4135	Entrepreneurship
MKTG 4151	Principles of Contracting
MKTG 4152	Contract Evaluation and Award
MKTG 4153	Contract Pricing
MKTG 4162	Business to Business Marketing
MKTG 4165	Small Business Management
MKTG 4166	Marketing promotion and Communication
MKTG 4168	International Marketing

MKTG 4505	Special Topics
MKTG 4605	Internship and/or Cooperative Education
MKTG 4805	Independent Study

Two other 3000-4000-level business electives (6 hours)

General Business
(24 semester hours)
Sample Program Map for General Business

Course Requirements

Two ACCT 3000-4000-level courses
Two MGMT 3000-4000-level courses
Two MKTG 3000-4000-level courses
Two other 3000-4000-level business electives

Bachelor of Science in Business & Information Technology
Accounting
Completion of Degree in 8 Semesters

Freshman—Semester 1:

ENGL 1101	English Composition I	3 hours
Area A Math	MATH 1101, 1111, 1113, 1113H or 1251	3 hours
FYES 1001	Freshman Year Seminar	3 hours
Area B Elective	Perspectives Elective Course	4 hours
Lab Science Elective	Lab Science Course	4 hours
	Total Hours:	17 Hours

Freshman—Semester 2:

ENGL 1102	English Composition II	3 hours
Lab Science Elective	Lab Science Course	4 hours
MATH 1200	Elementary Statistics	3 hours
POLS 1101	American Government	3 hours
Area C Elective	Humanities or Fine Arts	3 hours
	Total Hours:	16 hours

Sophomore—Semester 1:

ACCT 2101	Principles of Accounting I	3 hours
ECON 2105	Principles of Macroeconomics	3 hours
BUSA 2105	Communicating in the Business Environment	3 hours
HIST Elective	History 2111 or 2112	3 hours
Area C Elective	Literature Based Elective	3 hours
	Total Hours:	15 hours

Sophomore—Semester 2:

ACCT 2102	Principles of Accounting II	3 hours
ECON 2106	Principles of Microeconomics	3 hours
ITEC 2201	Business Information Applications	3 hours
PSYC/SOCI 1101	Introduction to Psychology or Sociology	3 hours
Area E Elective	Social Sciences Elective	3 hours
	Total Hours:	15 hours

Junior—Semester 1:

ACCT 3101	Intermediate Financial Accounting I	3 hours
MGMT 3101	Business Statistics	3 hours
Required Business Core Course	Choice of Business Core Courses	3 hours
Required Business Core Course	Choice of Business Core Courses	3 hours
Required ITEC Course	Choice of ITEC 3300 or 3340	3 hours
	Total Hours:	15 hours

Junior—Semester 2:		
ACCT 3102	Intermediate Financial Accounting II	3 hours
MGMT 3141	Principles of Management	3 hours
Required ITEC Course	Choice of ITEC 3300 or 3340	3 hours
Required Accounting Course	Choice of 3110, 3120, 4135, or 4205	3 hours
Required Business Core Course	Choice of Business Core Courses	3 hours
	Total Hours:	15 hours

Senior—Semester 1:		
MGMT 3165	Production and Operations Management	3 hours
ACCT 3103	Intermediate Accounting III	3 hours
Required Business Core Course	Choice of Business Core Courses	3 hours
Required Business Core Course	Choice of Business Core Courses	3 hours
Required Accounting Course	Choice of 3110, 3120, 4135, or 4205	3 hours
	Total Hours:	15 hours

Senior—Semester 2:		
MGMT 4195	Strategic Management	3 hours
Required Accounting Course	Choice of 3110, 3120, 4135, or 4205	3 hours
Required Accounting Course	Choice of 3110, 3120, 4135, or 4205	3 hours
Elective Accounting Course	Any Listed Accounting Elective	3 hours
Elective Business Course	3000/4000 Level Business Course	3 hours
	Total Hours:	15 hours

Bachelor of Science in Business & Information Technology
Accounting
Completion of Degree in 12 Semesters

Freshman—Semester 1		
ENGL 1101	English Composition I	3 hours
Area A Math	MATH 1101, 1111, 1113, 1113H or 1251	3 hours
FYES 1001	Freshman Year Seminar	3 hours
Area B Elective	Perspectives Elective Course	4 hours
	Total Hours:	13 hours

Freshman—Semester 2:		
ENGL 1102	English Composition II	3 hours
Lab Science Elective	Lab Science Course	4 hours
MATH 1200	Elementary Statistics	3 hours
HIST 2111/2112	History 2111 or 2112	3 hours
	Total Hours:	13 hours

Freshman—Semester 3:		
BUSA 2105	Communicating in the Business Environment	3 hours
ITEC 2201	Business Information Applications	3 hours
	Total Hours:	6 hours

Sophomore—Semester 1:		
Area C Elective	Literature Based Elective	3 hours
ECON 2105	Principles of Macroeconomics	3 hours
Lab Science Elective	Lab Science Course	4 hours
ACCT 2101	Principles of Accounting I	3 hours
	Total Hours:	13 hours

Sophomore—Semester 2:		
Area C Elective	Humanities or Fine Arts Elective	3 hours
POLS 1101	American Government	3 hours
ACCT 2102	Principles of Accounting II	3 hours
ECON 2106	Principles of Microeconomics	3 hours
	Total Hours:	12 hours

Sophomore—Semester 3:		
Area E Elective	Social Sciences Elective	3 hours
PSYC/SOCI 1101	Introduction to Psychology or Sociology	3 hours
	Total Hours:	6 hours

Junior—Semester 1:

ACCT 3101	Intermediate Financial Accounting I	3 hours
MGMT 3101	Business Statistics	3 hours
Required Business Core Course	Choice of Business Core Courses	3 hours
Required Business Core Course	Choice of Business Core Courses	3 hours
	Total Hours:	12 hours
Junior—Semester 2:		
ACCT 3102	Intermediate Financial Accounting II	3 hours
MGMT 3141	Principles of Management	3 hours
Required Business Core Course	Choice of Business Core Courses	3 hours
Required Business Core Course	Choice of Business Core Courses	3 hours
	Total Hours:	12 hours
Junior—Semester 3:		
ACCT 3103	Intermediate Financial Accounting III	3 hours
Required ITEC Course	Choice of ITEC 3300 or 3340	3 hours
	Total Hours:	6 hours
Senior—Semester 1:		
MGMT 3165	Production and Operations Management	3 hours
Required Business Core Course	Choice of Business Core Courses	3 hours
Required Accounting Course	Choice of 3110, 3120, or 4205	3 hours
Required ITEC Course	Choice of ITEC 3300 or 3340	3 hours
	Total Hours:	12 hours
Senior—Semester 2:		
MGMT 4195	Strategic Management	3 hours
Required Accounting Course	Choice of 3110, 3120, 4135, or 4205	3 hours
Required Accounting Course	Choice of 3110, 3120, 4135, or 4205	3 hours
Elective Accounting Course	Any Listed Accounting Elective	3 hours
	Total Hours:	12 hours
Senior—Semester 3:		
Required Accounting Course	Choice of 3110, 3120, 4135, or 4205	3 hours
Elective Business Course	Any 3000/4000 Level Business Course	3 hours
	Total Hours:	6 hours

Bachelor of Science in Business & Information Technology

General Business

Completion of Degree in 8 semesters

Freshman - Semester 1:		
English 1101	English Composition I	3 hours
Area A Math	MATH 1101, 1111, 1113, 1113H or 1251	3 hours
FYES 1001	Freshman Year Seminar	3 hours
Area B Elective	Perspectives Elective Course	4 hours
Lab Science Elective	Lab Science Course	4 hours
	Total Hours:	17 Hours
Freshman - Semester 2:		
English 1102	English Composition II	3 hours
Lab Science Elective	Lab Science Course	4 hours
MATH 1200	Elementary Statistics	3 hours
POLS 1101	American Government	3 hours
Area C Elective	Humanities or Fine Arts Elective	3 hours
	Total Hours:	16 hours
Sophomore - Semester 1:		
ACCT 2101	Principles of Accounting I	3 hours
ECON 2105	Principles of Macroeconomics	3 hours
BUSA 2105	Communicating in the Business Environment	3 hours
HIST Elective	History 2111 or 2112	3 hours
Area C Elective	Literature Based Elective	3 hours

		Total Hours:	15 Hours
Sophomore – Semester 2:			
ACCT 2102	Principles of Accounting II		3 hours
ECON 2106	Principles of Microeconomics		3 hours
ITEC 2201	Business Information Applications		3 hours
PSYC/ SOCI 1101	Introduction to Psychology or Sociology		3 hours
Area E Elective	Social Sciences Elective		3 hours
		Total Hours:	15 Hours
Junior – Semester 1:			
MGMT 3101	Business Statistics		3 hours
Required Business Core Course	Choice of Business Core Courses		3 hours
Required Business Core Course	Choice of Business Core Courses		3 hours
Required Business Core Course	Choice of Business Core Courses		3 hours
Required ITEC Course	Choice of ITEC 3300 or 3340		3 hours
		Total Hours:	15 Hours
Junior – Semester 2:			
MGMT 3141	Principles of Management		3 hours
Required ITEC Course	Choice of ITEC 3300 or 3340		3 hours
Required Management Course	Any 3000/4000 Level Management Course		3 hours
Required Business Core Course	Choice of Business Core Courses		3 hours
Required Business Core Course	Choice of Business Core Courses		3 hours
		Total Hours:	15 Hours
Senior – Semester 1:			
MGMT 3165	Production and Operations Management		3 hours
ITEC Elective	Choice of ITEC 3310, 4254, or 4288		3 hours
Required Management Course	Any 3000/4000 Level Management Course		3 hours
Required Marketing Course	Any 3000/4000 Level Marketing Course		3 hours
Required Accounting Course	Any 3000/4000 Level Accounting Course		3 hours
		Total Hours:	15 Hours
Senior – Semester 2:			
MGMT 4195	Strategic Management		3 hours
Required Marketing Course	Any 3000/4000 Level Marketing Course		3 hours
Required Accounting Course	Any 3000/4000 Level Accounting Course		3 hours
Elective Business Course	3000/4000 Level Business Course		3 hours
Elective Business Course	3000/4000 Level Business Course		3 hours
		Total Hours:	15 Hours

Bachelor of Science in Business & Information Technology

General Business

Completion of Degree in 12 semesters

Freshman - Semester 1:			
ENGL 1101	English Composition I		3 hours
Area A Math	MATH 1101, 1111, 1113, 1113H or 1251		3 hours
FYES 1001	Freshman Year Seminar		3 hours
Area B Elective	Perspectives Elective Course		4 hours
		Total Hours:	13 hours
Freshman - Semester 2:			
ENGL 1102	English Composition II		3 hours
Lab Science Elective	Lab Science Course		4 hours
MATH 1200	Elementary Statistics		3 hours

HIST 2111/2112	History 2111 or 2112	3 hours
	Total Hours:	13 hours
Freshman - Semester 3:		
BUSA 2105	Communicating in the Business Environment	3 hours
ITEC 2201	Business Information Applications	3 hours
	Total Hours:	6 hours
Sophomore – Semester 1:		
Area C Elective	Literature Based Elective	3 hours
ECON 2105	Principles of Macroeconomics	3 hours
Lab Science Elective	Lab Science Course	4 hours
ACCT 2101	Principles of Accounting I	3 hours
	Total Hours:	13 hours
Sophomore – Semester 2:		
Area C Elective	Humanities or Fine Arts Elective	3 hours
POLS 1101	American Government	3 hours
ACCT 2102	Principles of Accounting II	3 hours
ECON 2106	Principles of Microeconomics	3 hours
	Total Hours:	12 hours
Sophomore – Semester 3:		
Area E Elective	Social Sciences Elective	3 hours
PSYC/SOCI 1101	Introduction to Psychology or Sociology	3 hours
	Total Hours:	6 hours
Junior – Semester 1:		
MGMT 3101	Business Statistics	3 hours
Required Business Core Course	Choice of Business Core Courses	3 hours
Required Business Core Course	Choice of Business Core Courses	3 hours
Required Business Core Course	Choice of Business Core Courses	3 hours
	Total Hours:	12 hours
Junior – Semester 2:		
MGMT 3141	Principles of Management	3 hours
Required Business Core Course	Choice of Business Core Courses	3 hours
Required ITEC Course	Choice of ITEC 3300 or 3340	3 hours
Required Business Core Course	Choice of Business Core Courses	3 hours
	Total Hours:	12 hours
Junior – Semester 3:		
Required ITEC Course	Choice of ITEC 3300 or 3340	3 hours
MGMT 3165	Production and Operations Management	3 hours
	Total Hours:	6 hours
Senior – Semester 1:		
MGMT 4195	Strategic Management	3 hours
ITEC Elective	Choice of ITEC 3310, 4254, or 4288	3 hours
Required Marketing Course	Any 3000/4000 Level Marketing Course	3 hours
Required Management Course	Any 3000/4000 Level Management Course	3 hours
	Total Hours:	12 hours
Senior – Semester 2:		
Required Accounting Course	Any 3000/4000 Level Accounting Course	3 hours
Required Marketing Course	Any 3000/4000 Level Marketing Course	3 hours
Required Management Course	Any 3000/4000 Level Management Course	3 hours
Elective Business Course	3000/4000 Level Business Course	3 hours
	Total Hours:	12 hours
Senior – Semester 3:		
Required Accounting Course	Any 3000/4000 Level Accounting Course	3 hours
Elective Business Course	3000/4000 Level Business Course	3 hours

Total Hours: 6 hours

Bachelor of Science in Business & Information Technology

Management

Completion of Degree in 8 semesters

Freshman - Semester 1:

English 1101	English Composition I	3 hours
Area A Math	MATH 1101, 1111, 1113, 1113H or 1251	3 hours
FYES 1001	Freshman Year Seminar	3 hours
Area B Elective	Perspectives Elective Course	4 hours
Lab Science Elective	Lab Science Course	4 hours
		Total Hours: 17 Hours

Freshman - Semester 2:

English 1102	English Composition II	3 hours
Lab Science Elective	Lab Science Course	4 hours
MATH 1200	Elementary Statistics	3 hours
POLS 1101	American Government	3 hours
Area C Elective	Humanities or Fine Arts Elective	3 hours
		Total Hours: 16 hours

Sophomore – Semester 1:

ACCT 2101	Principles of Accounting I	3 hours
ECON 2105	Principles of Macroeconomics	3 hours
BUSA 2105	Communicating in the Business Environment	3 hours
HIST Elective	History 2111 or 2112	3 hours
Area C Elective	Literature Based Elective	3 hours
		Total Hours: 15 Hours

Sophomore – Semester 2:

ACCT 2102	Principles of Accounting II	3 hours
ECON 2106	Principles of Microeconomics	3 hours
ITEC 2201	Business Information Applications	3 hours
PSYC/ SOCI 1101	Introduction to Psychology or Sociology	3 hours
Area E Elective	Social Sciences Elective	3 hours
		Total Hours: 15 Hours

Junior – Semester 1:

MGMT 3101	Business Statistics	3 hours
MGMT 3141	Principles of Management	3 hours
Required Business Core Course	Choice of Business Core Courses	3 hours
Required Business Core Course	Choice of Business Core Courses	3 hours
Required ITEC Course	Choice of ITEC 3300 or 3340	3 hours
		Total Hours: 15 Hours

Junior – Semester 2:

Required Business Core Course	Choice of Business Core Courses	3 hours
Required ITEC Course	Choice of ITEC 3300 or 3340	3 hours
MGMT 3175	Quantitative Methods	3 hours
Required Business Core Course	Choice of Business Core Courses	3 hours
Required Business Core Course	Choice of Business Core Courses	3 hours
		Total Hours: 15 Hours

Senior – Semester 1:

MGMT 3165	Production and Operations Management	3 hours
ITEC Elective	Choice of ITEC 3310, 4254, or 4288	3 hours
Required Management Course	Choice of MGMT 3155, 4105, or 4115	3 hours
Required Management Course	Choice of MGMT 3155, 4105, or 4115	3 hours

Required Management Course	Choice of MGMT 3155, 4105, or 4115	3 hours
	Total Hours:	15 Hours

Senior – Semester 2:		
MGMT 4195	Strategic Management	3 hours
Elective Management Course	Any 4000 Level Management Elective	3 hours
Elective Management Course	Any 4000 Level Management Elective	3 hours
Elective Business Course	3000/4000 Level Business Course	3 hours
Elective Business Course	3000/4000 Level Business Course	3 hours
	Total Hours:	15 Hours

Bachelor of Science in Business & Information Technology

Management

Completion of Degree in 12 semesters

Freshman - Semester 1:		
ENGL 1101	English Composition I	3 hours
Area A Math	MATH 1101, 1111, 1113, 1113H or 1251	3 hours
FYES 1001	Freshman Year Seminar	3 hours
Area B Elective	Perspectives Elective Course	4 hours
	Total Hours:	13 hours

Freshman - Semester 2:		
ENGL 1102	English Composition II	3 hours
Lab Science Elective	Lab Science Course	4 hours
MATH 1200	Elementary Statistics	3 hours
HIST 2111/2112	History 2111 or 2112	3 hours
	Total Hours:	13 hours

Freshman - Semester 3:		
BUSA 2105	Communicating in the Business Environment	3 hours
ITEC 2201	Business Information Applications	3 hours
	Total Hours:	6 hours

Sophomore – Semester 1:		
Area C Elective	Literature Based Elective	3 hours
ECON 2105	Principles of Macroeconomics	3 hours
Lab Science Elective	Lab Science Course	4 hours
ACCT 2101	Principles of Accounting I	3 hours
	Total Hours:	13 hours

Sophomore – Semester 2:		
Area C Elective	Humanities or Fine Arts Elective	3 hours
POLS 1101	American Government	3 hours
ACCT 2102	Principles of Accounting II	3 hours
ECON 2106	Principles of Microeconomics	3 hours
	Total Hours:	12 hours

Sophomore – Semester 3:		
Area E Elective	Social Sciences Elective	3 hours
PSYC/SOCI 1101	Introduction to Psychology or Sociology	3 hours
	Total Hours:	6 hours

Junior – Semester 1:		
MGMT 3141	Principles of Management	3 hours
Required Business Core Course	Choice of Business Core Courses	3 hours
Required Business Core Course	Choice of Business Core Courses	3 hours
Required Business Core Course	Choice of Business Core Courses	3 hours
	Total Hours:	12 hours

Junior – Semester 2:

MGMT 3101	Business Statistics	3 hours
Required Business Core Course	Choice of Business Core Courses	3 hours
Required ITEC Course	Choice of ITEC 3300 or 3340	3 hours
Required Business Core Course	Choice of Business Core Courses	3 hours
	Total Hours:	12 hours
Junior – Semester 3:		
MGMT 3175	Quantitative Methods	3 hours
MGMT 3165	Production and Operations Management	3 hours
	Total Hours:	6 hours
Senior – Semester 1:		
MGMT 4195	Strategic Management	3 hours
ITEC Elective	Choice of ITEC 3310, 4254, or 4288	3 hours
Required ITEC Course	Choice of ITEC 3300 or 3340	3 hours
Required Management Course	Choice of MGMT 3155, 4105, or 4115	3 hours
	Total Hours:	12 hours
Senior – Semester 2:		
Required Management Course	Choice of MGMT 3155, 4105, or 4115	3 hours
Required Management Course	Choice of MGMT 3155, 4105, or 4115	3 hours
Elective Management Course	Any 4000 Level Management Elective	3 hours
Elective Business Course	3000/4000 Level Business Course	3 hours
	Total Hours:	12 hours
Senior – Semester 3:		
Elective Management Course	Any 4000 Level Management Elective	3 hours
Elective Business Course	3000/4000 Level Business Course	3 hours
	Total Hours:	6 hours

Bachelor of Science in Business & Information Technology

Marketing

Completion of Degree in 8 semesters

Freshman - Semester 1:		
English 1101	English Composition I	3 hours
Area A Math	MATH 1101, 1111, 1113, 1113H or 1251	3 hours
FYES 1001	Freshman Year Seminar	3 hours
Area B Elective	Perspectives Elective Course	4 hours
Lab Science Elective	Lab Science Course	4 hours
	Total Hours:	17 Hours
Freshman - Semester 2:		
English 1102	English Composition II	3 hours
Lab Science Elective	Lab Science Course	4 hours
MATH 1200	Elementary Statistics	3 hours
POLS 1101	American Government	3 hours
Area C Elective	Humanities or Fine Arts Elective	3 hours
	Total Hours:	16 hours
Sophomore – Semester 1:		
ACCT 2101	Principles of Accounting I	3 hours
ECON 2105	Principles of Macroeconomics	3 hours
BUSA 2105	Communicating in the Business Environment	3 hours
HIST Elective	History 2111 or 2112	3 hours
Area C Elective	Literature Based Elective	3 hours
	Total Hours:	15 Hours
Sophomore – Semester 2:		

ACCT 2102	Principles of Accounting II	3 hours
ECON 2106	Principles of Microeconomics	3 hours
ITEC 2201	Business Information Applications	3 hours
PSYC/ SOCI 1101	Introduction to Psychology or Sociology	3 hours
Area E Elective	Social Sciences Elective	3 hours
	Total Hours:	15 Hours

Junior – Semester 1:		
MGMT 3101	Business Statistics	3 hours
Required Business Core Course	Choice of Business Core Courses	3 hours
Required Business Core Course	Choice of Business Core Courses	3 hours
Required Business Core Course	Choice of Business Core Courses	3 hours
Required ITEC Course	Choice of ITEC 3300 or 3340	3 hours
	Total Hours:	15 Hours

Junior – Semester 2:		
MGMT 3141	Principles of Management	3 hours
Required ITEC Course	Choice of ITEC 3300 or 3340	3 hours
Required Marketing Course	Choice of MKTG 3162, 4161, 4163, or 4198	3 hours
Required Business Core Course	Choice of Business Core Courses	3 hours
Required Business Core Course	Choice of Business Core Courses	3 hours
	Total Hours:	15 Hours

Senior – Semester 1:		
MGMT 3165	Production and Operations Management	3 hours
ITEC Elective	Choice of ITEC 3310, 4254, or 4288	3 hours
Required Marketing Course	Choice of MKTG 3162, 4161, 4163, or 4198	3 hours
Required Marketing Course	Choice of MKTG 3162, 4161, 4163, or 4198	3 hours
Required Marketing Course	Choice of MKTG 3162, 4161, 4163, or 4198	3 hours
	Total Hours:	15 Hours

Senior – Semester 2:		
MGMT 4195	Strategic Management	3 hours
Elective Marketing Course	Any Listed Marketing Elective	3 hours
Elective Marketing Course	Any Listed Marketing Elective	3 hours
Elective Business Course	3000/4000 Level Business Course	3 hours
Elective Business Course	3000/4000 Level Business Course	3 hours
	Total Hours:	15 Hours

Bachelor of Science in Business & Information Technology

Marketing

Completion of Degree in 12 semesters

Freshman - Semester 1:		
ENGL 1101	English Composition I	3 hours
Area A Math	MATH 1101, 1111, 1113, 1113H or 1251	3 hours
FYES 1001	Freshman Year Seminar	3 hours
Area B Elective	Perspectives Elective Course	4 hours
	Total Hours:	13 hours

Freshman - Semester 2:		
ENGL 1102	English Composition II	3 hours
Lab Science Elective	Lab Science Course	4 hours
MATH 1200	Elementary Statistics	3 hours
HIST 2111/2112	History 2111 or 2112	3 hours
	Total Hours:	13 hours

Freshman - Semester 3:		
BUSA 2105	Communicating in the Business Environment	3 hours
ITEC 2201	Business Information Applications	3 hours

		Total Hours:	6 hours
Sophomore – Semester 1:			
Area C Elective	Literature Based Elective		3 hours
ECON 2105	Principles of Macroeconomics		3 hours
Lab Science Elective	Lab Science Course		4 hours
ACCT 2101	Principles of Accounting I		3 hours
		Total Hours:	13 hours
Sophomore – Semester 2:			
Area C Elective	Humanities or Fine Arts Elective		3 hours
POLS 1101	American Government		3 hours
ACCT 2102	Principles of Accounting II		3 hours
ECON 2106	Principles of Microeconomics		3 hours
		Total Hours:	12 hours
Sophomore – Semester 3:			
Area E Elective	Social Sciences Elective		3 hours
PSYC/SOCI 1101	Introduction to Psychology or Sociology		3 hours
		Total Hours:	6 hours
Junior – Semester 1:			
MGMT 3101	Business Statistics		3 hours
Required Business Core Course	Choice of Business Core Courses		3 hours
Required Business Core Course	Choice of Business Core Courses		3 hours
Required Business Core Course	Choice of Business Core Courses		3 hours
		Total Hours:	12 hours
Junior – Semester 2:			
MGMT 3141	Principles of Management		3 hours
Required Business Core Course	Choice of Business Core Courses		3 hours
Required ITEC Course	Choice of ITEC 3300 or 3340		3 hours
Required Business Core Course	Choice of Business Core Courses		3 hours
		Total Hours:	12 hours
Junior – Semester 3:			
Required ITEC Course	Choice of ITEC 3300 or 3340		3 hours
MGMT 3165	Production and Operations Management		3 hours
		Total Hours:	6 hours
Senior – Semester 1:			
MGMT 4195	Strategic Management		3 hours
ITEC Elective	Choice of ITEC 3310, 4254, or 4288		3 hours
Required Marketing Course	Choice of MKTG 3162, 4161, 4163, or 4198		3 hours
Required Marketing Course	Choice of MKTG 3162, 4161, 4163, or 41985		3 hours
		Total Hours:	12 hours
Senior – Semester 2:			
Required Marketing Course	Choice of MKTG 3162, 4161, 4163, or 4198		3 hours
Required Marketing Course	Choice of MKTG 3162, 4161, 4163, or 4198		3 hours
Elective Marketing Course	Any Listed Marketing Elective		3 hours
Elective Business Course	3000/4000 Level Business Course		3 hours
		Total Hours:	12 hours
Senior – Semester 3:			
Elective Marketing Course	Any Listed Marketing Elective		3 hours
Elective Business Course	3000/4000 Level Business Course		3 hours
		Total Hours:	6 hours

Bachelor of Science in Business & Information Technology

Production and Operations Management

Completion of Degree in 8 semesters

Freshman - Semester 1:		
English 1101	English Composition I	3 hours
Area A Math	MATH 1101, 1111, 1113, 1113H or 1251	3 hours
FYES 1001	Freshman Year Seminar	3 hours
Area B Elective	Perspectives Elective Course	4 hours
Lab Science Elective	Lab Science Course	4 hours
	Total Hours:	17 Hours
Freshman - Semester 2:		
English 1102	English Composition II	3 hours
Lab Science Elective	Lab Science Course	4 hours
MATH 1200	Elementary Statistics	3 hours
POLS 1101	American Government	3 hours
Area C Elective	Humanities or Fine Arts Elective	3 hours
	Total Hours:	16 hours
Sophomore – Semester 1:		
ACCT 2101	Principles of Accounting I	3 hours
ECON 2105	Principles of Macroeconomics	3 hours
BUSA 2105	Communicating in the Business Environment	3 hours
HIST Elective	History 2111 or 2112	3 hours
Area C Elective	Literature Based Elective	3 hours
	Total Hours:	15 Hours
Sophomore – Semester 2:		
ACCT 2102	Principles of Accounting II	3 hours
ECON 2106	Principles of Microeconomics	3 hours
ITEC 2201	Business Information Applications	3 hours
PSYC/ SOCI 1101	Introduction to Psychology or Sociology	3 hours
Area E Elective	Social Sciences Elective	3 hours
	Total Hours:	15 Hours
Junior – Semester 1:		
MGMT 3101	Business Statistics	3 hours
MGMT 3141	Principles of Management	3 hours
Required Business Core Course	Choice of Business Core Courses	3 hours
Required Business Core Course	Choice of Business Core Courses	3 hours
Required ITEC Course	Choice of ITEC 3300 or 3340	3 hours
	Total Hours:	15 Hours
Junior – Semester 2:		
MGMT 3175	Quantitative Methods	3 hours
MGMT 3165	Production and Operations Management	3 hours
Required Business Core Course	Choice of Business Core Courses	3 hours
Required Business Core Course	Choice of Business Core Courses	3 hours
Required Business Core Course	Choice of Business Core Courses	3 hours
	Total Hours:	15 Hours
Senior – Semester 1:		
Required ITEC Course	Choice of ITEC 3300 or 3340	3 hours
ITEC Elective	Choice of ITEC 3310, 4254, or 4288	3 hours
MGMT 4166	Advanced Operations Management	3 hours
Elective POM Course	Any Listed POM Elective	3 hours
Elective POM Course	Any Listed POM Elective	3 hours
	Total Hours:	15 Hours
Senior – Semester 2:		
MGMT 4195	Strategic Management	3 hours
MGMT 4167	Operations Strategy	3 hours
Elective POM Course	Any Listed POM Elective	3 hours

Elective POM Course	Any Listed POM Elective	3 hours
Elective Business Course	3000/4000 Level Business Course	3 hours
	Total Hours:	15 Hours

Bachelor of Science in Business & Information Technology

Production and Operations Management

Completion of Degree in 12 semesters

Freshman - Semester 1:

ENGL 1101	English Composition I	3 hours
Area A Math	MATH 1101, 1111, 1113, 1113H or 1251	3 hours
FYES 1001	Freshman Year Seminar	3 hours
Area B Elective	Perspectives Elective Course	4 hours
	Total Hours:	13 hours

Freshman - Semester 2:

ENGL 1102	English Composition II	3 hours
Lab Science Elective	Lab Science Course	4 hours
MATH 1200	Elementary Statistics	3 hours
HIST 2111/2112	History 2111 or 2112	3 hours
	Total Hours:	13 hours

Freshman - Semester 3:

BUSA 2105	Communicating in the Business Environment	3 hours
ITEC 2201	Business Information Applications	3 hours
	Total Hours:	6 hours

Sophomore – Semester 1:

Area C Elective	Literature Based Elective	3 hours
ECON 2105	Principles of Macroeconomics	3 hours
Lab Science Elective	Lab Science Course	4 hours
ACCT 2101	Principles of Accounting I	3 hours
	Total Hours:	13 hours

Sophomore – Semester 2:

Area C Elective	Humanities or Fine Arts Elective	3 hours
POLS 1101	American Government	3 hours
ACCT 2102	Principles of Accounting II	3 hours
ECON 2106	Principles of Microeconomics	3 hours
	Total Hours:	12 hours

Sophomore – Semester 3:

Area E Elective	Social Sciences Elective	3 hours
PSYC/SOCI 1101	Introduction to Psychology or Sociology	3 hours
	Total Hours:	6 hours

Junior – Semester 1:

MGMT 3101	Business Statistics	3 hours
MGMT 3141	Principles of Management	3 hours
Required Business Core Course	Choice of Business Core Courses	3 hours
Required Business Core Course	Choice of Business Core Courses	3 hours
	Total Hours:	12 hours

Junior – Semester 2:

MGMT 3175	Quantitative Methods	3 hours
MGMT 3165	Production and Operations Management	3 hours
Required ITEC Course	Choice of ITEC 3300 or 3340	3 hours
Required Business Core Course	Choice of Business Core Courses	3 hours
	Total Hours:	12 hours

Junior – Semester 3:

Required Business Core Course	Choice of Business Core Courses	3 hours
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Required Business Core Course	Choice of Business Core Courses	3 hours
	Total Hours:	6 hours
Senior – Semester 1: MGMT 4166	Advanced Operations Management	3 hours
Required ITEC Course	Choice of ITEC 3300 or 3340	3 hours
Elective POM Course	Any Listed POM Elective	3 hours
Elective POM Course	Any Listed POM Elective	3 hours
	Total Hours:	12 hours
Senior – Semester 2: MGMT 4167	Operations Strategy	3 hours
Elective POM Course	Any Listed POM Elective	3 hours
Elective Business Course	3000/4000 Level Business Course	3 hours
Elective POM Course	Any Listed POM Elective	3 hours
	Total Hours:	12 hours
Senior – Semester 3: MGMT 4195	Strategic Management	3 hours
ITEC Elective	Choice of ITEC 3310, 4254, or 4288	3 hours
	Total Hours:	6 hours

Programs Offered:

Business Management (B.A.S.)

The Bachelor of Applied Science in Business Management (BAS) is a pathway to a four-year degree for professionals in technical or industrial careers who want to progress into management and supervisory positions. The BAS is designed for students who have earned Associate of Applied Science (AAS) or Associate of Applied Technology (AAT) degree from regionally or nationally accredited institutions, including technical colleges. Students accepted into the program can build on their applied two-year degrees for a smooth transition to a bachelor's degree program with minimal or no loss of credits. The BAS program offers a major in business management and will be based at Middle Georgia State's Warner Robins Campus. (**Note: Not all AAS or AAT degrees are accepted for the BAS program).

Admissions Requirements:

Bachelor of Applied Science in Business Management

To earn a Bachelor of Applied Science in Business Management, a student must meet the following curriculum requirements.

Area A
Essential Skills
(9 semester hours)

Course	Credits
ENGL 1101	3
ENGL 1102	3
AREA A Math Elective	3

Area B
Institutional Options
(4 semester hours)

Course	Credits
Perspectives Elective Credit	4

Note: Some Area B electives may also fulfill the Global Perspectives Requirement

Area C
Humanities/Fine Arts
(6 semester hours)

Course	Credit
Area C Elective	3
<i>A foreign language course is recommended</i>	
Literature Elective	3

Note: Some Area C electives may also fulfill the Global Perspectives requirement

Area D
Science, Math and Technology
(11 semester hours)

Course	Credit
Lab Science Elective	4
Lab Science Elective	4
Area D Elective	3

Note: Math 1200 is a prerequisite for Middle Georgia State University's Bachelor of Applied Science degree in Business Management.

Area E
Social Sciences
(12 semester hours)

Course	Credit
HIST 2111 or HIST 2112	3
POLS 1101	3
PSYC 1101 or SOCI 1101	3
Area E Elective	3

Note: Some Area E electives may also fulfill the Global Perspectives requirement

Global Perspectives Requirement
(3 semester hours)

Choose one of the following courses:

Course	Credit
ENGL 2111-World Literature I*	3
ENGL 2112-World Literature II*	3
HIST 1111-History of World Civilizations to 1650**	3
HIST 1112-History of World Civilizations since 1650**	3
HIST 1190-History of World Religions**	3
HUMN 1009 (SSCI 1009)-Perspectives on Global Cultures***	3
POLS 2301-Introduction to Comparative Politics**	3
POLS 2401-Introduction to Global Issues**	3
SSCI 1009 (HUMN 1009)-Perspectives on Global Cultures***	3

- *These Global Perspectives courses may also fulfill Area C requirements
- **These Global Perspectives courses may also fulfill Area E requirements
- ***These Global Perspectives courses may also fulfill Area B requirements

Total Hours: 42

Career Transfer Credit Hours: Up to 27 hours (from AAS or AAT degree)

**Major Requirements
(33 hours)**

Course	Credit
BUSA 1105-Introduction to Business	3
BUSA 2105-Communicating in the Business Environment	3
BUSA 2201-Fundamentals of Computer Applications	3
BMGT 2101-Applied Accounting Concepts	3
BMGT 3101-Ethics in the Workplace	3
BMGT 3108-Introduction to Management: When Theory Meets Practice	3
BMGT 4103-Leadership and Decision Making	3
BMGT 3102-Essentials of Human Resources	3
BMGT 3107-Operations in a Dynamic Environment	3
BMGT 3109-Fundamentals of Marketing	3
BMGT 3314-Principles of Logistics	3
 Upper Level (3000-4000) Electives	 18

Graduation:

Students who have completed all coursework in their perspective field of study are eligible to apply for the degree through the Office of the Registrar. The following is a list of guidelines required prior to receiving a degree from Middle Georgia State University.

- Apply for graduation at least two-full semesters before your intended graduation date so that the Office of the Registrar can do a comprehensive review of your courses to ensure that you are on target to graduate. Don't wait until the last minute—when you do so you risk complications with your graduation.
- Schedule an advising appointment with your advisor prior to the semester in which you intend to graduate for a comprehensive review of all degree requirements. Failure to meet with your advisor could result in a delay of your getting courses critical to your specific degree objective.
- When you receive your degree audit from the Office of the Registrar remember to:
 1. Check of accuracy.
 2. Check your courses in progress and courses remaining.
 3. Bring any discrepancies to the attention of your advisor and the Office of the Registrar, so that they can be taken care of immediately.

Deadlines: April 1, 2016

Note: In order to participate in the commencement ceremony, students must have completed all degree requirements in the preceding summer or fall or be "on track" to complete degree requirements during the current spring semester. A student who files an application to graduate in the spring term after the published deadline of April 1 may not participate in the annual

commencement ceremony. If the spring degree application is filed by April 30, however, and all degree requirements are met by the end of the semester, the student's degree information will be posted on the academic transcript and a diploma will be provided. Spring semester degree applications received between April 2 and April 30 will be held for review until after spring semester grades have been fully processed. Spring semester degree applications will not be accepted after April 30.

Information regarding the graduation ceremony is available at: <http://www.mga.edu/registrar/gradinstructions.aspx>. This website contains information on purchasing your cap and gown, details regarding the ceremony and other useful information to the graduate.

Student Resources:

Tutoring:

Students who need individualized assistance may obtain tutoring in the following areas through the School of Business.

Accounting
Business Statistics
Finance
Quantitative Methods

Student Success Center:

Professional & Peer Tutoring

Peer Tutors are Middle Georgia State University students who can provide assistance to those individuals needing help with a wide variety of courses taught here at the University.

Peer Tutors have a high academic grade in the courses they tutor and are recommended by their professors. Tutoring sessions are free of charge and available to all currently enrolled MGA students.

The professional tutors in the Student Success Center are highly trained and provide continuity to our tutorial offerings. Our professional tutors can assist in a wide range of subjects as well as helping you improve your study skills and habits.

Seeking tutorial help immediately often gets the semester off to a smoother and more successful beginning. Students are encouraged to schedule tutoring appointments in advance. To schedule an appointment, call the Student Success Center at (478) 471-2057 (Macon) or (478) 929-6770 (Warner Robins).

For more information, visit the Student Success Center's (SSC) website at www.mga.edu/student-success-center/ssc-resources.aspx.

Clubs and Organizations:

American Society for Quality: The MGA branch of the American Society for Quality (ASQ) was founded in 2010. The mission of this recognized student organization is "to foster the professional and intellectual development of its members and advance the knowledge of its members in regards to the ASQ bodies of knowledge." Each year student leaders organize membership meetings, guest speakers, plant tours, process improvement projects, and/or other such activities.

Accounting Association: In the Middle Georgia State University Accounting Association, join other students as they network with area accountants, learn about accounting opportunities, expand career goals, and have fun.

Obtain an application at the School of Business reception area, 3rd floor PSC, complete and turn in application with payment to Administrative Assistants, School of Business.

www.aicpa.org— American Institute of CPAs—the national organization of certified public accountants; student membership information/application.

Marketing Association: The mission of the Middle Georgia State University Marketing Association is to create an environment where its student members can come together to enhance understanding of the marketing field and current business practices. The group shall be a place where members can interact socially and provide networking opportunities for future employment. The organization will leverage its marketing abilities to further the reputation of Middle Georgia State University.

The purpose of the Marketing Association is:

To encourage interest in marketing by students currently enrolled in business classes.

To expose its student members to the field of Marketing by functions including but not limited to:

- 1) Traveling to corporations for onsite visits and lectures
- 2) Having guest speakers come to the school
- 3) Practical experience helping local businesses and non-profit organizations with marketing ideas.

To encourage current business students to choose a career in the field of marketing.

To enhance the brand of the marketing program as a source of qualified candidates for employment.

Phi Beta Lambda: Phi Beta Lambda is the collegiate division of the national association, Future Business Leaders of America-Phi Beta Lambda, Inc. As the premier student business organization, Phi Beta Lambda's mission is to bring business and education together in a positive working relationship through innovative leadership and career development programs.

Business and education are brought together when students preparing to enter business interact with those persons already working in the business world. Through this interaction, student members learn how to become more marketable, and they gain contacts in the business world that will help them accomplish their career objectives.

- Organizing community service projects
- Attending state and national leadership conferences
- Participating in fund raisers
- Creating publications

For more information about the national Phi Beta Lambda organization visit www.fbla-pbl.org.

www.gscpa.org— Georgia Society of CPAs—the State of Georgia website for CPAs; student membership information/application.

Executive Industry Council

School of Business Advisory Council

1. Steve M. Bell—Smart Creative Media LLC
2. Chip Cherry, CEO—Greater Macon Chamber of Commerce
3. Karl Christianson—Plant Manager Armstrong World Industries
4. Richard A. Collinsworth
5. Donald Deakin—Plant Manager Graphic Packaging Intl
6. Kathryn Dennis—CEO of Macon Community Foundation
7. Ron Douthit—CPA, McNair, McLemore, Middlebrooks & Co., LLP
8. A.V. Elliott—President Elliot Machine Shop
9. John A. Floyd
10. Richard Hoagland, AVP, GEICO
11. Steve Jukes—CEO of Capital State Bank
12. Rhonda D. Kelley—CPA Howard, Moore & McDuffie PC
13. Scott Kletcke—Vice President of Finance and CFO Robins Federal Credit Union
14. Steve Kruger—CEO of L.E. Schwartz & Sons
15. David Lanier—Regional President of BB&T
16. Keith Moffett—Director of Internal Affairs City of Macon
17. Lynn B. Moses— Georgia Power Company
18. Marian L. Nichols—Nichols, Cauley & Associates LLC
19. Rhonda Perry—CFO of Medical Center of Central Georgia
20. Donald Rhodes—CFO Private Label Products, Inc.
21. Megan Smith—President, Perry Chamber of Commerce
22. Bill Thomas—Armstrong World Industries

School of Business Faculty and Staff

Dr. Varkey Titus	Dean	PSC-344	757-7381
Dr. Anthony Patti	Associate Dean/Professor	PSC-348	471-5718

Accounting:

Dr. Harry McAlum	Professor	PSC-368	757-2576
Dr. Frank Ryerson	Professor	PSC-362	757-6685
Dr. Carol Sargent	Associate Professor	PSC-350	471-2798
Dr. Troy Sullivan	Professor	Walker 202	934-3527

Economics & Finance:

Dr. Doug Bice	Associate Professor	PSC-378	471-5763
Dr. John G. George	Associate Professor	PSC-358	757-2639
Dr. Shawn Park	Assistant Professor	PSC-364	471-2886
Dr. Earl T. Shinn	Professor	PSC-392	757-2640

General Business:

Mrs. Wilhelmina Ford	Professor	PSC-360	757-2477
Dr. Kyung (David) Kang	Associate Professor	Peacock Hall 5	934-3139
Mr. Terry Sanders	Assistant Professor	PSC-394	471-2988

Management:

Dr. Francisco Lopez	Professor	PSC-396	471-2978
Dr. Senthil Kumar Muthusamy	Associate Professor	PSC-382	471-5377
Dr. Anthony Narsing	Associate Professor	PSC-366	471-2806
Dr. Simone Phipps	Assistant Professor	PSC-352	471-2799
Mr. Jerry Williams	Lecturer	PSC-386	471-5719

Marketing:

Mr. Charles Aiken	Assistant Professor Director of BAS Program	PSC-356	471-2799
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School of Business Faculty and Staff

Administrative Staff:

Mrs. Robin Parkerson, MBA	Advising Center	PSC-374	471-2793
Mrs. Kaitlin Schindler, BBA	Advising Center	PSC-372	757-3632
Mrs. Vanessa Svensson, BS	Academic Program Specialist	PSC-346	471-2724
Mrs. Joy Campbell, BS	Administrative Assistant		471-2724