

Pacific Union College

Major in Business Administration —B.S.

OCCUPATIONAL INFORMATION

Following Graduation

This major is designed primarily for students who desire greater flexibility in their college program than that allowed by the B.B.A. degree program. The B.S. program is designed for students interested in pursuing graduate programs in law, business, dentistry or medicine. The B.S. program will provide a background for employment in various areas.

Professional Training

A bachelor's degree is required for many entry-level positions in business organizations and is usually required for advancement in management positions. Managers have found that the knowledge and perspective gained in earning a master's and/or doctoral degree enhance their competitive position considerably. To reach the highest ranks in college and university environments, a doctorate is essential.

Job Outlook

The general field of business is quite broad and open for good graduates. The latest ten-year projections suggest that there will be an increase in the availability of jobs during the next ten years. Every organization or institution needs business-trained persons. The employment opportunities and growth rate in the areas served by business majors are expected to grow in the next several years.

Beginning and Potential Earnings

Beginning salaries generally range between \$35,000 and \$55,000 with potential earnings being practically unlimited, depending on the field chosen and the individual advancement.

Visit our Web site: <http://www.puc.edu>. (Click academics. See appropriate entries under Academic Departments, Academic Programs, and Departmental Home Pages.)

The B.S. degree in Business Administration does not require a specialization within business and is often chosen by students pursuing professional graduate degree programs.

For More Information

Business Administration and
Economics Department
Pacific Union College
One Angwin Avenue
Angwin, CA 94508
(707)965-6238

U.S. Occupational Outlook
Handbook
Counseling & Career
Development Center (PUC)

MAJOR COURSE REQUIREMENTS

Major in Business Administration—B.S.: A minimum of 74 hours (34 in the upper division) including the following:

ACCT 121-22-23	Principles of Accounting I-II-III* ¹	3-4-3
ACCT 391	Acct. Systems in Small Businesses	2
BUAD 325-326	Business Law I-II	3-3
BUAD 490	Seminar in Business	1
ECON 261	Principles of Economics—Macro* ²	4
ECON 265	Principles of Economics—Micro	4
FIN 341	Finance	5
MGMT 361	Management	4
MGMT 465	Organizational Behavior	3
MGMT 491	Strategic Management	3
MKTG 351	Marketing	4
MATH 131	Calculus I (See Catalog for option)* ³	4
STAT 222	Introduction to Statistics* ⁴	4
STAT 322	Statistical Methods	3
OFAD 111	Personal/Beginning Keyboarding (or waiver exam)	0-2
A minimum of one course from the following:		3-4
BUAD 335	Real Estate (4)	
BUAD 434	Entrepreneurship (3)	
FIN 419	Personal Financial Planning (3)	
FIN 444	Investments (3)	
INFS 470	Management Science (4)	
MGMT 457	International Management (3)	
MKTG 417	Service and Nonprofit Marketing (3)	
MKTG 458	International Marketing (4)	

A minimum of 6 hours in Accounting from the following:	6
ACCT 311-12-13	Intermediate Accounting (3-3-3)
ACCT 321-322	Cost Accounting I-II (3-3)
ACCT 341	Taxation for Individuals (4)
ACCT 343	Taxation for Corps and Partnerships (4)
ACCT 345	Estate Planning, Gifts and Trust Taxation (3)

A minimum of 4 hours from the following:	4
INFS 144	PC Operating Systems (1)
INFS 148	PC Spreadsheets (1)
INFS 149	PC Databases (1)
OFAD 201	Word Processing (2 hours maximum) (or 203 Word Processing)

Additional hours from ACCT, BUAD, ECON, FIN, INFS, MGMT, or MKTG courses to total at least 74 hours in the major.

Recommended Supporting Courses:

BUAD 118	Personal Money Management (3)
BUAD 223	Personal Law (2)
OFAD 116	Calculating Machines (1)

*General Education. This major and its cognates fulfill the following

G. E. requirements:

- 1 Personal Management Skills: Fulfilled by ACCT 121
- 2 Social Sciences: One course fulfilled by ECON 261 or ECON 265.
- 3 Introductory-level Mathematics: Fulfilled by MATH 131
- 4 Reasoning from Data: Fulfilled by MATH 222

SUMMARY OF GENERAL EDUCATION

Note: The following is a brief summary of General Education requirements. For more info, please refer to the PUC Catalog.

Foundations of Learning

ENGL 101-102 College English (4-4)
 Speech course: To be chosen from list (3)
 STAT 222 Introduction to Statistics (4)

Human Identity in Cultural Contexts

HIST 101-102 History of World Civilizations
 or HIST 134-135 (4-4)
 Philosophy course: To be chosen from list (3)
 One behavioral science (ANTH, PSYC, SOCI) course from list (3)
 Second social science course is fulfilled by ECON in major
 Foreign Language: Intermediate-level or option
 (BS does not require foreign language study)

Insights of the Imagination

Literature: ENGL 301 Great Books (4)
 Art history course: To be chosen from list (3)
 Music history course: To be chosen from list (3)

The Natural World: Introductory-level

One year of each Science (C- or better for high school):
 H.S. biology or BIOL 105 Introduction to Biology (5)
 H.S. chemistry or CHEM 101 Introductory Chemistry (4)
 H.S. physics or PHYS 105 Introduction to Physics (5)

The Natural World: College-level

Scientific Inquiry: GSCI 205 Scientific Revolutions (3)
 Laboratory science course: To be chosen from list (4)
 (Note: Completion of a science sequence will satisfy both Scientific Inquiry and Insight Through Investigation. See Catalog for appropriate sequences.)
 Science, Technology, and Culture: To be chosen from list (3)

Revelation, Belief, and Action

Sixteen to eighteen quarter hours distributed as follows:
 Minimum: 6 hours of courses with RELB prefixes
 Maximum: 9 hours of lower division will apply
 For transfer students from public colleges, this requirement is prorated: Sophomores—14, Juniors—10, Seniors—6

Health and Fitness

One health course: To be chosen from list (2)
 Four ESAC courses including one aerobics (4)
 Transfer students: One for each year in residence at PUC

Skills for Daily Living

What the Degree Includes

A total of 192 quarter hours including:
 1. A minimum of 60 upper division hours.
 2. General Education requirements.
 3. Major requirements.
 4. Minimum 2.0 GPA, overall and major.

SAMPLE FOUR-YEAR PROGRAM

It is not likely that these courses can always be taken in the order given. Your advisor will help you design a personalized program of studies.

First Year	A	W	S
Principles of Accounting I, II, III	3	4	3
Calculus I (<i>See Catalog for option</i>)	4	-	-
Keyboarding Course ¹	-	-	2
Calculating Machines (recommended)	-	1	-
College English	-	4	4
Religion	2	2	2
Exercise Science	-	-	1
Computer Cognates	1	2	1
Personal Law (recommended)	2	-	-
Personal Money Mgmt. (recommended)	-	-	3
General Education/Electives ²	4	3	-
	<u>16</u>	<u>16</u>	<u>16</u>

Second Year	A	W	S
Principles of Economics—Macro	4	-	-
Principles of Economics—Micro	-	4	-
Accounting courses from list ⁴	3	3	-
Introduction to Statistics	4	-	-
Statistical Methods	-	3	-
Religion	2	2	2
Exercise Science	-	-	1
General Education/Electives ²	3	4	13
	<u>16</u>	<u>16</u>	<u>16</u>

Third Year	A	W	S
Finance	5	-	-
Marketing	4	-	-
Management	-	-	5
Exercise Science	-	-	1

Third and/or Fourth Year	A	W	S
Accounting Systems in Small Business	-	-	2
Business Law I & II	3	3	-
Organizational Behavior	-	3	-
Accounting courses from list ⁴	3	3	-
One business course from list ³	-	-	3
Major electives ⁵	3	-	2
General Education/Electives ²	13	23	15

Fourth Year	A	W	S
Seminar in Business	1	-	-
Entrepreneurship	-	-	3
Strategic Management	-	-	3
Exercise Science	-	-	1
	<u>32</u>	<u>32</u>	<u>32</u>

1 Personal/Beginning Keyboarding is required if speed is less than 40 wpm.

2 See "Summary of General Education" above.

3 One course from BUAD 345, FIN 419, 444, INFS 470, MGMT 457, MKTG 417, 458.

4 Accounting courses: At least 6 hours must be selected from ACCT 311, 312, 313, 321, 322, 341, 343, 345.

5 Major Electives: Select additional upper division hours for major.