

Major Course Requirements

A minimum of 104 hours (58 upper-division hours)

► **Required Core Courses (64-67 hours):**

ACCT 121+122	Financial Accounting I+II	3+4
ACCT 123	Managerial Accounting	3
ACCT 391	Accounting Systems/Small Businesses	2
BUAD 279	Business Comm/Data Presentation	3
BUAD 325+326	Business Law I+II	3+3
BUAD 490	Seminar in Business	1
ECON 261	Macroeconomics	4
ECON 265	Microeconomics	4
FIN 341	Finance	5
MGMT 361	Management	4
MGMT 465	Organizational Behavior	3
MGMT 491	Strategic Management	3
MKTG 351	Marketing	4
OFAD 111	Personal/Beginning Keyboarding	0-2*
STAT 222	Introduction to Statistics	4
STAT 322	Statistical Methods	3

At least one of the following courses: 4-5

MATH 106	College Algebra (4)
MATH 130	Precalculus (5)
MATH 131	Calculus I (4)

At least three courses and 4 hours from the following: 4

INFS 144	PC Operating Systems (1)
INFS 148	PC Spreadsheets (1)
INFS 149	PC Databases (1)
OFAD 201	PC Word Processing (2)

Recommended Supporting Courses:

BUAD 118	Personal Money Management (3)
BUAD 223	Personal Law (2)

► **Emphasis (38-40 hours):**

MGMT 457	International Management	3
MGMT 466	Business and Society	3
MGMT 481	Operations Management	3

At least 12 hours from the following: 12*

INFS 470	Management Science (4)
INFS 482	Systems Analysis and Design (4)
MGMT 328	Management Information Systems (3)
MGMT 472	Human Resources Management (3)
MGMT 473	Labor Law and Legislation (3)
MGMT 486	Supply Chain Management (3)

At least 9 hours from the following: 9

ACCT 311+12+13	Intermediate Accounting (3+3+3)
ACCT 321+22	Cost Accounting I+II (3+3)
ACCT 341	Individual Taxation (4)
ACCT 343	Business Taxation (4)
ACCT 345	Estate Planning, Gifts & Trust Taxation (3)

Additional hours from the following: 8-10*

Additional hours (at least 6 upper-division hours) selected from ACCT, BUAD, ECON, FIN, INFS, MGMT, and MKTG courses to total at least 104 hours in the major (core courses and emphasis).

Student Learning Outcomes

Students can:

- Identify, analyze, and assess problems and opportunities facing organizations.
- Evaluate the financial health of an organization by analyzing the financial statements.
- Explain economic issues and how they affect the country, including organizations and individuals.
- Identify and respond to legal and ethical situations in a reasoned manner.
- Describe the major approaches to decision making.
- Evaluate the major theories of motivation, how they differ, and how they are similar.
- Describe how production and operations management concepts can be applied to various organizations (production, service, non-profit, & volunteer).
- Explain the importance of organizations' responsibility to society.
- Identify the impact of human resources in organizations.

Occupational Information

What can I do with this major?

Following graduation, students with an emphasis in management often begin their career in the following:

- 1) Purchasing, human resources, production or manufacturing departments.
- 2) Internship or management training program.
- 3) Graduate schools of business, law, medicine or dentistry.
- 4) Self-employment.

A wide variety of opportunities is available to students with this emphasis. The ultimate position is dependent upon each individual. Graduates who put forth the effort and have the desire for advancement generally move into responsible leadership positions.

Additional Education Required?

A bachelor's degree is required for many entry-level positions in business 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 doctorate degree enhances their competitive position. To reach the highest ranks in college and university environments, a doctorate is essential.

Job Outlook

A career in management provides the greatest flexibility to graduates. Managers are needed in every sector of society: business, education, finance, healthcare, hospitality, and government are just some examples. Graduates with this degree should have developed core business competencies and strong interpersonal and decision-making skills. The field of management is very broad and encourages individuals to utilize their specific abilities towards goal-setting and motivating others. Beginning salaries are typically around \$34,000 to \$54,000.

* See PUC General Catalog for details regarding this requirement.

General Education Requirements

To view general education requirements for this major, please refer to page A-03, Summary of General Education Requirements: B.B.A. degree.

The B.B.A. degree in Business Administrations permits a student to specialize in a chosen field of business.

How to Construct Your Own Program

1. Counsel with your advisor.
2. Consider your aptitudes, interests, and available courses.
3. Schedule major courses and cognates first.
4. Fill the rest of your schedule with G.E. requirements.
5. For the freshman year include English, Religion, and PE courses. Also include Basic Algebra I+II unless waived by previous work.

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.

For More Information

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

Website: www.puc.edu/business-administration-economics

The U.S. Occupational Outlook Handbook provides helpful occupational information.

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.

	F	W	S
First Year			
Accounting Principles	3	4	3
Math Course (MATH 106 or 130 or 131)	4	-	-
College English	4	4	-
Religion	-	3	-
Exercise Science	-	-	1
Business Technology	-	2	1
Personal Law	-	-	2
Personal Money Management	3	-	-
General Education/Electives	2	3	9
Keyboarding*	-	-	-
	16	16	16
Second Year			
Intermediate Accounting	3	3	3
Macroeconomics	4	-	-
Microeconomics	-	4	-
Business Comm/Data Presentation	-	-	3
Introduction to Statistics	4	-	-
Statistical Methods	-	3	-
Marketing	-	-	4
Business Technology	1	-	-
Religion	3	-	3
General Education/Electives	1	6	3
	16	16	16
Third Year			
Finance	5	-	-
Accounting Systems/Small Businesses Management	-	-	2
	-	-	4
Major Courses/Gen Ed/Electives	11	16	10
	16	16	16
Fourth Year			
Seminar in Business	1	-	-
Business and Society	3	-	-
Organizational Behavior	-	3	-
Strategic Management	-	-	3
Major Courses/Gen Ed/Electives	12	13	13
	16	16	16
Major Courses for Third and/or Fourth Year**			
Human Resources Management (odd)	3	-	-
Management Science (odd)	-	-	4
International Management (odd)	-	-	3
Operations Management (even)	3	-	-
Labor Law and Legislation (even)	-	-	3
Supply Chain Management (even)	-	-	3
Systems Analysis and Design (even)	-	-	4

* Personal/Beg. Keyboarding required if typing speed is less than 40 WPM.

** Courses marked (even) or (odd) are taught in alternate years only. 2012-2013 is odd, 2013-2014 is even.