



the Bulletin

AUGUST 2009 - UNDERGRADUATE ISSUE

→ Explore a Different Issue

School of Business Administration

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Mission

We are a learning community committed in the Marianist tradition to educating the whole person and to connecting learning and scholarship with leadership and service within an innovative business curriculum designed to prepare students for successful careers in the contemporary business environment.



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Curriculum Overview



The School of Business Administration seeks to develop people and knowledge which make a difference in business and society. For this reason, the undergraduate curriculum emphasizes three distinct areas of knowledge: a foundation in the liberal arts (general education requirements), a firm grounding in the common body of business knowledge (core business requirements) and specialization in a business major. The curriculum is built on four central themes: integrated learning, connecting theory and practice, leadership, and ethics and integrity. Supplemented with opportunities for enrichment, the curriculum stimulates critical thinking, enhances communication skills, integrates and synthesizes knowledge, and fosters ethical decision-making and moral leadership. Built upon the enduring and fundamental bases of knowledge, it is designed to prepare students for successful careers in the complex global economy of the 21st century.

All business students follow essentially the same curriculum during their first and second year, regardless of major. This curriculum consists of a common set of general education and core business requirements. There is some scheduling flexibility in the program, in that certain courses listed in the first year can be taken in the second year (or later) and vice versa. Students should consult an academic advisor in the Advising Center or department of their major for sequencing options.

Students majoring in management information systems and entrepreneurship need to schedule courses required for the major during their second year. Students interested in these majors should follow the course sequence listed for each program. Visit Academic Information for specifics.

All business students also take fundamentally the same upper level general education and core business requirements during the third and fourth year. Note that each major also includes several hours of general electives, which students often use to support an additional major or minor. In choosing electives, students must bear in mind that a minimum of 54 semester hours of all academic work must be at the 300-400 level. Additionally, only a maximum of seven hours can double count to fulfill the requirements of any two separate majors or any major and minor combination.

First Year Courses (Core Business Requirements)

BAI 150	Business Educational Planning
BAI 103L	Business Computing Lab ¹
BAI 151	Business Integration Experience

(General Education Requirements)

MTH 128	Finite Mathematics ²
MTH 129	Calculus for Business
ENG 101	College Composition I
ENG 102	College Composition II
CMM 110	Group Decision Making ³
CMM 111	Informative Public Speaking ³
HST 103	History of Western Civilization

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PHL 103 Introduction to Philosophy
REL 103 Introduction to Religion
Physical or Life Science elective (BIO, CHM, GEO, PHY)
Social Science elective (ANT, POL, PSY, SOC, SWK)

**Second Year Courses
(Core Business Requirements)**

ACC 207 Introduction to Financial Accounting
ACC 208 Introduction to Managerial Accounting
DSC 210 Statistics for Business I
DSC 211 Statistics for Business II
ECO 203 Principles of Microeconomics
ECO 204 Principles of Macroeconomics
MGT 201 Legal Environment of Business

(General Education Requirements)

CMM 113 Interviewing
HST elective
Physical or Life Science elective (BIO, CHM, GEO, PHY)
Arts Study elective

**Third and Fourth Year Courses
(Core Business Requirements)**

FIN 301 Business Finance
MGT 301 Organizational Behavior
MIS 301 Info Systems in Organizations
MKT 301 Principles of Marketing
OPS 301 Survey of Operations Mgt
MGT 490 Managing the Enterprise
ECO elective

(General Education Requirements)

PHL 313 or
REL 368 Business Ethics
PHL or REL elective
Business Writing Requirement: students select from ENG 370, ENG 371,
or ENG 372.

(Major Requirements)

Courses required for the major. (Visit program descriptions in Academic Information.)

(General Electives)

Most majors have 12 hours of General Elective courses associated with the major. Exceptions are Accounting which has 6 hours, Management Information Systems, which has 5 hours, and Operations Management, which has 9 hours. Many students use the general elective hours to support an additional major or minor.

¹A proficiency test for BAI 103L is available for those with adequate background.

²MTH 102 is recommended to be taken before MTH 128 for students with insufficient knowledge of secondary mathematics. MTH 102 does not count toward minimum graduation requirements.





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Academic Programs

For detailed information on specific majors and minors, please visit the Academic Information section of the Bulletin.

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The School of Business Administration offers a Bachelor of Science degree with majors and minors in:

- Accounting
- Business Economics
- Entrepreneurship
- Finance
- International Business
- Leadership
- Management Information Systems
- Marketing *
- Operations Management

* Students majoring in marketing have the option of pursuing this major with a sales management emphasis.

Minors are also available in:

- Business Administration (non-business majors only)
- Decision Sciences
- E-business

Requirements for majors and minors are set forth under the program descriptions, located in Academic Information. Interested students should visit the Curriculum page in this section first to gain an overall understanding of the core curriculum that supports each program.

Double majors and minors in business administration programs, and also in non-business programs, are available. A minimum of seven hours of coursework can double count between double majors and a major and a minor. Interested students should consult with the Advising Center and the appropriate departments for details.

A Bachelor of Science in Business Administration with a major in accounting, coupled with an MBA degree is also available. This program normally requires a fifth year of study. Additionally, students must apply and qualify for admission into graduate school during their fourth year in order to participate.



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Requirements for the Baccalaureate Degree



The School of Business Administration programs lead to the degree of Bachelor of Science in Business Administration upon satisfactory completion of the following requirements:

1. The candidate must successfully complete the first-and second-year business administration program, which is designed to give a wide and liberal education to support a broader comprehension of the fields of business administration and economics. All students in the School of Business Administration must also complete a common block of courses known as the SBA core business requirements.
2. The candidate must earn a cumulative grade point average of at least 2.0 in the total semester hours required for the degree and at least a 2.0 for the total semester hours required for each major. The 2.00 requirement in a major is calculated using all required courses attempted in the student's major, except for the 301 CORE business requirement courses.
3. Each candidate must complete at least 54 upper-level (300 or 400 level) semester hours.
4. Candidates majoring in accounting, business economics, finance, leadership, entrepreneurship, international business, or marketing must complete a minimum of 123 semester hours. A major in management information systems or operations management requires 124 semester hours.
5. The candidate's final 30 semester hours must be earned at the University of Dayton.
6. The School of Business Administration will not accept any business or business-related courses more than ten years old.
7. A maximum of two semester hours of physical education activities courses (HPS/HSS 130) may be applied toward the minimum graduation requirement.
8. The candidate has the responsibility of meeting degree requirements in business administration. Therefore, the student should be thoroughly familiar with the degree requirements.
9. The candidate must complete UD's general and graduation competency requirements.
10. The candidate must fulfill UD's thematic cluster requirements.

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Admission to the School of Business Administration

The minimum requirements for admission to the School of Business Administration are the following:

- Graduation from an accredited high school
- The following units of college preparatory subjects:

English	4 units
Mathematics (Algebra I & II, Geometry)	3 units
Natural Science with a Laboratory	1 unit
Social Science	2 units

- Desired academic credentials include upper-half of high school graduation class, SAT scores of 1000 or higher, and ACT scores of 22 or higher.
- Any person whose native language is not English must submit an acceptable score in the Test of English as a Foreign Language (TOEFL). (For more information, visit International Students in Section III, Admission.)



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Student Laptop Policy

All full-time students are required to purchase a laptop computer. All part-time students are encouraged to buy a laptop.

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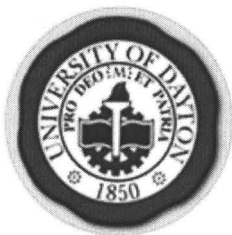
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Grading Option

All students in the School of Business Administration must register under Grade Option 1 for all courses required to fulfill degree requirements. Pass/Fail (Grading Option 2) will not count towards degree requirements.

Cooperative education and internship experience courses are an exception and may be taken under Grade Option 2. However, these courses may be used for general elective credit only.

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Transfer Students and Transfer Courses



Candidates for admission from other accredited colleges or universities must be in good academic standing in the colleges or universities from which they are transferring and submit a complete application in accordance with UD admissions policies.

Students seeking to transfer into the School of Business Administration (SBA) from other UD divisions must first attend an academic transfer counseling meeting (scheduled by calling 229-2065); and then submit a completed SBA transfer application (provided during the academic counseling meeting), with a letter indicating their reasons for requesting the transfer. Applications will be evaluated in November, February, April, and August of each year. When applications are completed, students will be invited to move to the second phase of the transfer process. These students must attend a second academic transfer meeting. The second phase conditions which must be met before actually being transferred to the SBA include the completion in good form of an SBA academic plan, and a resume, which must be posted with Career Services. UD transfer students should complete this process prior to taking any upper level (300 and 400 numbered) courses required for the SBA degree.

Initial approvals (first phase) for all transfers will be based on consideration of previously earned UD GPA, SAT and/or ACT scores, high school record, and other information in the application. Applicants should also exhibit professional behavior during the transfer process. Approvals may be limited by the enrollment space available. Normally, however, no student will be approved for this phase without a cumulative GPA of 2.5 or higher, and completion of an appropriate math course, such as MTH 116, 128, or a higher level UD math course.

Transfer Courses

Individual courses can be transferred only if the student earned a grade of C- or better; courses in which a D or F grade was received will not be transferred. Most 200 level and all upper division business courses can only be transferred from business schools accredited by AACSB International (The Association to Advance Collegiate Schools of Business). At least 75 percent of a student's business courses must be completed at the University of Dayton. Students planning to attend two year colleges before transferring to the School of Business Administration are encouraged to follow arts and sciences or pre-business programs rather than technical programs. (Also visit Section III, Admission.)

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Returning Students

A qualified student who returns to the School of Business Administration after an absence of two calendar years or longer may be readmitted to the School of Business Administration according to the University of Dayton requirements which are applied to transfer students from other universities and colleges. (For more information, visit Section III, Admission.) These students will be required to satisfy the program requirements which are current at the time of their readmission to the School of Business Administration. Part-time students (those who carry fewer than 12 semester hours) who are readmitted after an absence of two or more years will be required to satisfy the program requirements which are current at the time of readmission to the School of Business Administration.



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Cooperative Education

The School of Business Administration participates in the University of Dayton Cooperative Education Program, which is an optional program often consisting of full-time, on-campus study alternating with terms of full-time, off-campus work. For a fuller explanation of the program, visit Cooperative Education in Section X.

Required prerequisites and the approvals necessary to earn general elective credit are the same as those for internships. Interested students should see the department chairperson or internship coordinator for their major, in addition to career services, to obtain additional information.

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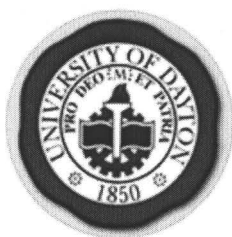
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Internship

Internship is work experience offered (possibly for general elective academic credit) in each of the departments in the School of Business Administration (SBA). The intent is to provide practical experience in implementing the theory and skills learned in the classroom in work associated with the student's academic concentration. It is an option open to all undergraduate students pursuing four-year programs once they have fulfilled the following prerequisites:

1. Students must have completed a minimum of 45 semester hours prior to the internship experience.
2. A minimum cumulative GPA of 2.0 is required to participate in an internship. However, individual departments may require a higher minimum cumulative GPA, and students should inquire in the department of their major if such a requirement exists. Departments may alter the cumulative GPA requirement at any time, and any change in the minimum GPA requirement supercedes the minimum GPA printed in the bulletin.
3. Students can earn credit for internships only through the department of their major. Approval from the department chairperson or the chairperson's designee is a prerequisite for earning general elective credit for participation in the program. Individual departments may require other prerequisite courses prior to the internship experience. Students are responsible for checking with the department of their major to determine the prerequisites unique to the department.

Positions offered to students may be either compensatory or noncompensatory. The intent of the internship is to be beneficial to both the students and the participating organizations. Assistance in finding internships is available from the SBA, Department Chairs and faculty, and Career Services. Students are all encouraged to find positions themselves, and these are acceptable if the employers agree to the conditions for participating organizations.

Credits earned in internship are applied as general electives. The maximum number of semester hours that may be earned over the full four-year degree program is six, although individual department requirements may differ. Interested students should see the department chairperson or internship coordinator for further information as soon as they are eligible for participation.



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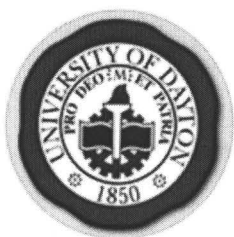
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Study Abroad Programs

Students in the School of Business Administration (SBA) are eligible to participate in summer programs in Europe and Asia when available. Students register for the University of Dayton's summer term and take 12 to 15 hours of courses taught abroad primarily by SBA faculty members.

The eleven-week European program is divided into two sessions, with a week break between sessions. Locations may change in any given year. Recently, students were able to spend the first session in either Augsburg, Germany, Madrid and Barcelona, Spain, or Rome, Italy. In the second session, students chose between Augsburg, Germany and Rome, Italy or London, England and Dublin, Ireland.

Students may also attend foreign universities and take classes during normal fall or spring terms. Students may do this independently or take advantage of one of the exchange agreements that the SBA has with several accredited business schools worldwide. Examples include accredited universities in Mikkeli, Finland; Angers, Lille or Nice, France; and San Sebastian, Spain.



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