

2010-2011 ACADEMIC YEAR MINORS FOR BBA STUDENTS

The minors listed below are available to BBA students majoring in

Accounting
Business Management
Information Technology
Health Services Administration
Hospitality Management

- ***FINANCE***
- ****FORENSIC ACCOUNTING***
- ***HUMAN RESOURCES***
- ***MARKETING***
- ***PROJECT MANAGEMENT***
- ***ENTREPRENEURSHIP***
- ***RETAILING***
- ***NETWORKING (For I.T. Majors only)***
- ***WEB AND DATABASE TECHNOLOGIES (For I.T. Majors only)***
- ***HEALTH INFORMATICS (For H.S.A. Majors Only)***
- ***HOSPITALITY MANAGEMENT & THE CULINARY ARTS***

***Criminal Justice Majors may Minor in Forensic Accounting**

2010-2011 ACADEMIC YEAR

MINOR IN FINANCE

In addition to all other Business Management degree requirements, the *Finance Minor* requires successful completion of 21 credits in Finance courses.

This must consist of:

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|--|------------|
| ▪ Six required Finance Minor courses | 18 credits |
| ▪ A minimum of One Finance Minor Elective Course | 3 credits |
| | 21 credits |

Required Finance Minor Courses

18 credits required (courses may be counted as Major Area or Open Electives).

- | | | |
|---|--------|-----------------------------|
| ▪ | AC-162 | Principles of Accounting II |
| ▪ | AC-330 | Intermediate Accounting I |
| ▪ | FA-304 | Money and Banking |
| ▪ | FA-305 | Corporate Finance |
| ▪ | FA-308 | Financial Management |
| ▪ | FA-310 | Investment Analysis |

Finance Minor Recommended Elective Courses

Minimum of 3 credits required (courses may be counted as Major Area or Open Electives).

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|---|--------|-------------------------------------|
| ▪ | FA-320 | Quantitative Analysis & Forecasting |
| ▪ | FA-361 | International Finance |

2010-2011 ACADEMIC YEAR MINOR IN FORENSIC ACCOUNTING

In addition to all other degree requirements, the *Forensic Accounting minor* requires successful completion of 21 credits in Forensic Accounting courses.

This must consist of:

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|--|------------------|
| ▪ Six required Forensic Accounting Minor courses | 18 credits |
| ▪ A minimum of One Forensic Accounting minor elective course | <u>3 credits</u> |
| | 21 credits |

Required Forensic Accounting Courses

18 credits required (courses may be counted as Major Area or Open Electives).

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|----------|--|
| ▪ AC-150 | Fundamentals of Forensic Accounting |
| ▪ AC-162 | Principles of Accounting II |
| ▪ AC-330 | Intermediate Accounting I |
| ▪ AC-336 | Fraud Prevention, Detection, and Investigation |
| ▪ AC-338 | Fraud Criminology, Civilly and Litigation |
| ▪ AC-401 | Fraud Auditing and Forensic Accounting |

Forensic Accounting Minor Recommended Elective Courses

Minimum of 3 credits required (courses may be counted as Major Area or Open Electives).

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|----------|--|
| ▪ AC-410 | Advanced Fraud Investigation |
| ▪ AC-450 | Forensic Accounting Computer Fraud/IT Auditing |

- | | |
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| ▪ CP-255 | Advanced Excel is also strongly recommended for all students who minor in Forensic Accounting. |
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I _____ hereby declare my intention to complete a minor in Project Management, and as part of my Business Management Degree Requirements.

Signature: _____

Date: _____

2010-2011 ACADEMIC YEAR MINOR IN HUMAN RESOURCES

In addition to all other Business Management degree requirements, the *Human Resources Minor* requires successful completion of 21 credits in Human Resources courses, after completing Human Resources Management (MG-211).

This must consist of:

- | | |
|--|------------------|
| ▪ Five (5) required Human Resources Minor courses | 15 credits |
| ▪ A minimum of two (2) Human Resources Minor Elective Course | <u>6 credits</u> |
| | 21 credits |

Required Human Resources Minor Courses

15 credits required (courses may be counted as Major Area or Open Electives)

COURSE CODE	COURSE NAME	PRE-REQUISITE
▪ MG 216	Labor Relations	MG 211
▪ MG 217	Compensation and Benefits	MG 211
▪ MG 250	Human Resources Development	MG 211
▪ MG 252	Recruitment and Selection	MG 211
▪ MG 350	International Human Resources	MG 211

Human Resources Minor Recommended Elective Courses

Minimum of 6 credits required (courses may be counted as Major Area or Open Electives)

COURSE CODE	COURSE NAME	PRE-REQUISITE
▪ MG 213	Organizational Behavior	MG 211
▪ MG 352	Human Resources Information Systems Management	MG 211
▪ MG 354	Occupational Health & Safety	MG 250
▪ MG 356	Legal Environment of Human Recourses	MG 250
▪ MG 358	Personnel Training	MG 250
▪ MG 360	Benefits	MG 250

I _____ hereby declare my intention to complete a minor in Human Resources, and as part of my Business Management Degree Requirements.

Signature: _____

Date: _____

2010-2011 ACADEMIC YEAR

MINOR IN ENTREPRENEURSHIP

In addition to all other Business Management degree requirements, the *Entrepreneurship Minor* requires successful completion of 21 credits in Entrepreneurship courses after completion of the MG 201 Principles of Management.

This must consist of:

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|---|------------|
| ▪ Five (5) required Entrepreneurship Minor courses | 15 credits |
| ▪ A minimum of Two (2) Entrepreneurship Minor Elective Course | 6 credits |
| | 21 credits |

Required Entrepreneurship Minor Courses		
15 credits required (courses may be counted as Major Area or Open Electives).		
• MG-203	Introduction to E-Commerce	
• MG-204	Managing the Small Business	
• MG-260	Entrepreneurship	
• MK-204	Entrepreneurial Marketing	
• MK-212	Market Research	

<i>Entrepreneurship Minor Recommended Elective Courses</i>		
Minimum of 6 credits required (courses may be counted as Major Area or Open Electives).		
• MG-265	New Venture Financing	
• MG-290	Cooperative Education	
• MK-205	Retail Management	
• MK-206	Marketing on the Internet	

2010-2011 ACADEMIC YEAR MINOR IN MARKETING

In addition to all other Business Management degree requirements, the *Marketing Minor* requires successful completion of 21 credits in Marketing courses.

This must consist of:

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|---|------------------|
| • Five (5) required Marketing Minor courses | 15 credits |
| • A minimum of two (2) Marketing Elective Courses | <u>6 credits</u> |
| | 21 credits |

Required Marketing Minor Courses	
15 credits required (courses may be counted as Major Area or Open Electives).	
• MK-201	Advertising
• MK-205	Retail Management
• MK-212	Market Research
• MK-322	Market Strategy
• MK-342	Consumer Behavior

Marketing Minor Recommended Elective Courses	
Minimum of 6 credits required (courses may be counted as Major Area or Open Electives)	
• MG-203	E- Commerce
• MK-202	Salesmanship
• MK-203	Product Development
• MK-204	Entrepreneurial Marketing
• MK-340	International Marketing

2010-2011 ACADEMIC YEAR MINOR IN PROJECT MANAGEMENT

In addition to all other Business Management degree requirements, the *Project Management Minor* requires successful completion of 21 credits in Project Management and business related courses, after completing Introduction to Product Management (MG-230).

This must consist of:

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|--|------------------|
| ▪ Five (5) required Project Management courses | 15 credits |
| ▪ A minimum of two (2) Minor Elective Course | <u>6 credits</u> |
| | 21 credits |

Project Management Minor Courses

15 credits required (courses may be counted as Major Area or Open Electives)

COURSE CODE	COURSE NAME	PRE-REQUISITE
▪ MG 205	Intro to Management Science	CP-125
▪ MG 285	Integrating Business Concepts	
▪ MG 231	Project Management Application	MG 230
▪ MG 233	Advanced Project Management	MG 230, 231
▪ MG 234	Comprehensive Project Management	MG 230, 231, 233

Project Management Minor Recommended Elective Courses

Minimum of 6 credits required (courses may be counted as Major Area or Open Electives)

COURSE CODE	COURSE NAME	PRE-REQUISITE
▪ CP 255	Advanced Spreadsheet	CP 125
▪ MG 212	Business Ethics	
▪ MG 213	Organizational Behavior	MG 211
▪ MG 350	International Human Resources	MG 250

I _____ hereby declare my intention to complete a minor in Project Management, and as part of my Business Management Degree Requirements.

Signature: _____

Date: _____

2010-2011 ACADEMIC YEAR MINOR IN RETAIL MANAGEMENT

In addition to all other Business Management degree requirements, the *Retailing Minor* requires successful completion of 21 credits in Retailing courses after completing MK 101, Introduction to Marketing.

This must consist of:

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|---|------------|
| ▪ Five (5) required Retailing Minor courses | 15 credits |
| ▪ A minimum of two (2) Entrepreneurship Minor Elective Course | 6 credits |
| | 21 credits |

Required Retailing Minor Courses

15 credits required (courses may be counted as Major Area or Open Electives).

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|----------|-------------------------|
| ▪ MG-203 | E-Commerce |
| ▪ MK-202 | Salesmanship |
| ▪ MK-205 | Retail Management |
| ▪ MK-207 | Multi-channel Retailing |
| ▪ MK-342 | Consumer Behavior |

Entrepreneurship Minor Recommended Elective Courses

Minimum of 6 credits required (courses may be counted as Major Area or Open Electives)

- | | |
|----------|---------------------------|
| ▪ MK-203 | Product Development |
| ▪ MK-206 | Marketing on the Internet |
| ▪ MK-209 | Retail Operations |
| ▪ MK-212 | Market Research |
| ▪ MK-340 | International Marketing |

2010-2011 ACADEMIC YEAR MINOR IN NETWORKING

In addition to all other Information Technology degree requirements, the *Networking Minor* requires successful completion of 21 credits in Information Technology courses.

This must consist of:

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|---|------------------|
| • Four (4) required Networking Minor courses | 12 credits |
| • Three (3) required Networking Minor Elective Course | <u>9 credits</u> |
| | 21 credits |

Required Networking Minor Courses

12 credits required (courses may be counted as Major Area or Open Electives)

COURSE CODE	COURSE NAME	PRE-REQUISITE
• CP280	Cisco III	CP275
• CP285	Cisco IV	CP280
• CP225	Unix/Linux	CP101 or CT101
• CP321	Networking in a Windows Environment	CP270

Required Networking Minor Elective Courses

9 credits required (courses may be counted as Major Area or Open Electives)

COURSE CODE	COURSE NAME	PRE-REQUISITE
• CP227	End User Support	CP270
• CP403	Operating Systems Security	CP303, CP360
• CP423	Active Directory	CP321, MA140
• CP460	Wireless Technology	CP321 or CP275
• CP470	Information Security	CP360

I _____ hereby declare my intention to complete a minor in Networking, and as part of my Information Technology Degree Requirements.

Signature: _____

Date: _____

2010-2011 ACADEMIC YEAR

MINOR IN WEB AND DATABASE TECHNOLOGIES

In addition to all other Information Technology degree requirements, the *Web and Database Technologies Minor* requires successful completion of 21 credits in Information Technology courses.

This must consist of:

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|--|------------|
| • Four (4) required Web and Database Technologies Minor courses | 12 credits |
| • Three (3) required Web and Database Technologies Minor Elective Course | 9 credits |
| | 21 credits |

Required Web and Database Technologies Minor Courses

12 credits required (courses may be counted as Major Area or Open Electives)

COURSE CODE	COURSE NAME	PRE-REQUISITE
• CP217	Web Design	CP101 or CT101
• CP225	Unix/Linux	CP101 or CT101
• CP345	Web Applications	CP101 or CT101
• CP430	Advanced Database Management Systems (Using Oracle)	CP330

Required Web and Database Technologies Minor Elective Courses

9 credits required (courses may be counted as Major Area or Open Electives)

COURSE CODE	COURSE NAME	PRE-REQUISITE
• CP231	Multimedia	CP101 or CT101
• CP248	Web Scripting and Development	CP117, CP225
• CP317	Advanced Web Design	CP217
• CP318	Java	CP216
• CT260	Advanced Design Technology	CP217, CP231

I _____ hereby declare my intention to complete a minor in Web and Database Technologies, and as part of my Information Technology Degree Requirements.

Signature: _____

Date: _____

2010-2011 ACADEMIC YEAR MINOR IN HEALTH INFORMATICS

In addition to all other Health Services Administration degree requirements, the *Health Informatics Minor* requires successful completion of 21 credits in Health Services and Information Technology courses.

This must consist of:

- Four (4) required Health Services and Information Technology Minor courses 12 credits
- Three (3) required Health Services and Information Technology Minor 9 credits
Elective Course 21 credits

Required Health Services and Information Technology Courses

12 credits required (courses may be counted as Major Area or Open Electives)

COURSE CODE	COURSE NAME	PRE-REQUISITE
• HA135	Introduction in Health Informatics	
• CP130	Database	CP101 or CT101
• HA325	Computer Applications in Health Care I	CP101, HA301
• CP270	Cisco I	CP101 or CT101

Required Health Services and Information Technology Minor Courses

9 credits required (courses may be counted as Major Area or Open Electives)

• HA375	Computer Applications in Health Care II	HA325
• BT220	Technology of Presentations	CP101 or CT101
• CP295	Systems Analysis and Design	Sophomore Standing
• CP330	Database Management Systems	CP130
• CT390	Internship	Junior Standing

<p>2010-2011 ACADEMIC YEAR</p> <p>MINOR IN</p> <p>HOSPITALITY MANAGEMENT & THE CULINARY</p> <p>ARTS</p>

In addition to all other Business Management degree requirements, the *Hospitality & The Culinary Arts Minor* requires successful completion of 21 credits in the minor area.

This must consist of:

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|---|------------------|
| ▪ Four (4) required Hospitality & The Culinary Arts Minor courses | 12 credits |
| ▪ Three (3) Elective Hospitality & The Culinary Arts Elective courses | <u>9 credits</u> |
| | 21 credits |

Hospitality and The Culinary Arts Major Area Required Courses

12 credits required (courses may be counted as Major Area or Open Electives).

- | | | |
|---|--------|--|
| ▪ | HP-102 | Rooms Division Management |
| ▪ | HP-110 | Food & Beverage Management |
| ▪ | HP-130 | Hospitality Law |
| ▪ | HP-215 | Customer Service for Hospitality and Culinary Managers |

Hospitality and The Culinary Arts Electives

<i>Minimum of 9 credits required (courses may be counted as Major Area or Open Electives). Students may choose any combination of hospitality and/or culinary courses to satisfy their electives.</i>

General Education

The following courses are strongly recommended.

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|---|--------|---------------------------|
| ▪ | MG-211 | Human Resource Management |
| ▪ | MG-216 | Labor Relations I |