

**2009 – 2010 ACADEMIC YEAR
SCHOOL OF BUSINESS
&
ACCOUNTING**

- **DEPARTMENT OF ACCOUNTING &
FINANCE**

- **DEPARTMENT OF BUSINESS
MANAGEMENT**

**2009 – 2010 ACADEMIC YEAR
SCHOOL OF BUSINESS
&
ACCOUNTING**

➤ **AAS in
ACCOUNTING**

➤ **BBA in
ACCOUNTING**

*For MINORS available to BBA students majoring in
ACCOUNTING*

See the “Minors for BBA Students” Section

2009-2010 ACADEMIC YEAR CURRICULUM REVIEW WORKSHEET AAS IN ACCOUNTING

MAJOR REQUIREMENTS (30 credits)	CREDITS
<i>Accounting Requirements (21 credits)</i>	
1. AC 161 Principles of Accounting I	3
2. AC 162 Principles of Accounting II	3
3. AC 231 Federal Income Tax I	3
4. AC 350 Cost Accounting	4
5. AC 330 Intermediate Accounting I	4
6. AC 211 Computerized Accounting I	3
7. EC 201 Macroeconomics	3
<i>Major Area Electives (at least 9 credits and at least 3 courses)*</i>	
1.	3
2.	3
3.	3
*Any course with a prefix of AC, BL, EC, FA, and, with approval, CP	
GENERAL EDUCATION REQUIREMENTS (27credits)	
1. Mathematics	3
2. EN 109 Expository Writing	3
3. EN 110 Composition and Literature (Humanities)	3
4. EN 205 Business Writing	3
5. Liberal Arts Elective or Science	3
6. Liberal Arts Elective or Social Science	3
7. Liberal Arts Elective	3
8. CP 101 Introduction to Information Processing	3
9. CP 125 Electronic Spreadsheet Applications	3
OPEN ELECTIVE (3 credits)	
1.	3
* Classes with prefix of EN, FR, LA, SC, and SP recommended for students who plan to take CPA exam.	

2009-2010 ACADEMIC YEAR RECOMMENDED SEQUENCE AAS IN ACCOUNTING

SEMESTER 1

COURSE #	NAME	CREDITS
AC-161	Principles of Accounting	3
AC-150	Forensic Accounting	3
MA-127	Quantitative Methods	3
CP-101	Introduction to Information Processing	3
EN-109	Expository Writing	3
	Total	15

SEMESTER 2

COURSE #	NAME	CREDITS
AC-162	Principles of Accounting II	3
BL-101	Business Law I	3
EC-201	Macroeconomics	3
CP-125	Electronic Spreadsheet	3
EN-110	Composition and Literature	3
	Total	30

SEMESTER 3

COURSE #	NAME	CREDITS
AC-330	Intermediate Accounting I	4
AC-211	Computerized Accounting I	3
AC-231	Federal Income Tax Law and Practice I	3
EN-205	Business Writing	3
LA-xxx	Liberal Arts Elective	3
	Total	46

SEMESTER 4

COURSE #	NAME	CREDITS
AC-331	Intermediate Accounting II	4
AC-212	Computerized Accounting II	3
LA-120	Speech Communications	3
AC-350	Cost Accounting	4
LA-xxx	Liberal Arts Elective	3
	Total	63

*Major Area and Open Electives should be chosen based upon advisement and area of concentration.

2009-2010 ACADEMIC YEAR CURRICULUM REVIEW WORKSHEET BBA IN ACCOUNTING

COURSES	CREDITS	COURSES	CREDITS
MAJOR REQUIREMENTS (at least 60 credits)		OTHER REQUIREMENTS (60 CREDITS)	
<i>Accounting and Auditing (at least 39 credits and at least 13 courses)</i>		<i>Computer Courses (6 credits)</i>	
1. AC 161 Principles of Accounting I	3	1.	3
2. AC 162 Principles of Accounting II	3	2.	3
3. AC 350 Cost Accounting	4		
4. AC 330 Intermediate Accounting I	4	<i>General Education (33 credits) of which nine credits must be in English</i>	
		1. EN _____	3
5. AC 331 Intermediate Accounting II	4	2. EN _____	3
6. AC 428 Managerial Accounting	4	3. EN _____	3
7. AC 340 Advanced Accounting	4	4.	3
8. AC 449 Accounting Theory & Problems	4	5.	3
9. AC 440 Auditing	3	6.	3
10. AC 211 Computerized Accting I	3	7.	3
11. AC 212 Computerized Accting II	3	8.	3
12. AC 231 Federal Income Tax Law and Prac. I	3	9.	3
13. AC 332 Federal Income Tax Law and Prac. II	3	10. MA 140 College Algebra	3
		11. MA 145 Statistics or MA 242 Calculus I	3
<i>Law/Finance/Economics/Management (21 credits)</i>			
1. BL 101 Business Law I	3	<i>Open Electives (21 credits)</i>	
2. BL 102 Business Law II	3	1.	3
3. EC 201 Macroeconomics	3	2.	3
4. EC 203 Microeconomics	3	3.	3
5. FA 302 Finance	3	4.	3
6. MG 205 Introduction to Management Science	3	5.	3
7.	3	6.	3
		7.	3
TOTAL OTHER CREDITS TAKEN:			
TOTAL CREDITS AT LEAST 60		TOTAL OTHER CREDITS TAKEN:	
		TOTAL CREDITS EQUAL 60	
		TOTAL CREDITS MUST EQUAL AT LEAST 120	

2009-2010 ACADEMIC YEAR RECOMMENDED SEQUENCE BBA IN ACCOUNTING

SEMESTER 1

COURSE #	NAME	CREDITS
AC-161	Principles of Accounting	3
AC-150	Forensic Accounting	3
MA-127	Quantitative Methods (or MA-130)	3
CP-101	Introduction to Information Processing	3
EN-109	Expository Writing	3
	Total	15

SEMESTER 2

COURSE #	NAME	CREDITS
AC-162	Principles of Accounting II	3
BL-101	Business Law I	3
EC-201	Macroeconomics	3
CP-125	Electronic Spreadsheet	3
EN-110	Composition and Literature	3
	Total	30

SEMESTER 3

COURSE #	NAME	CREDITS
AC-330	Intermediate Accounting I	4
AC-211	Computerized Accounting I	3
AC-231	Federal Income Tax Law and Practice I	3
EN-205	Business Writing	3
LA-xxx	Liberal Arts Elective	3
	Total	46

SEMESTER 4

COURSE #	NAME	CREDITS
AC-331	Intermediate Accounting II	4
AC-212	Computerized Accounting II	3
LA-120	Speech Communications	3
AC-350	Cost Accounting	4
LA-xxx	Liberal Arts Elective	3
	Total	63

*Major Area and Open Electives should be chosen based upon advisement and area of concentration.

(CONTINUED)

2009-2010 ACADEMIC YEAR RECOMMENDED SEQUENCE BBA IN ACCOUNTING

SEMESTER 5

COURSE #	NAME	CREDITS
AC-340	Advanced Accounting	4
FA-302	Principles of Finance	3
MA-130	Intermediate Algebra (or MA-140)	3
LA-xxx	Liberal Arts Elective	3
LA-xxx	Liberal Arts Elective	3
Total		79

SEMESTER 6

COURSE #	NAME	CREDITS
AC-428	Managerial Accounting	4
AC-332	Federal Income Tax Law and Practices II	3
CP-255	Advanced Spreadsheet	3
BL-102	Business Law II	3
LA-xxx	Liberal Arts Elective	3
Total		95

SEMESTER 7

COURSE #	NAME	CREDITS
AC-449	Accounting Theory and Problems	4
FA-304	Money and Banking	3
MG 205	Introduction to Management Science	3
LA-xxx	Liberal Arts Elective	3
MA-140	College Algebra with Applications	3
Total		111

SEMESTER 8

COURSE #	NAME	CREDITS
AC-440	Auditing	3
EC-203	Microeconomics	3
CP-130	Database	3
MA-145	Statistics for Business Decisions	3
LA-xxx	Liberal Arts Elective	3
Total		126

*Major Area and Open Electives should be chosen based upon advisement and area of concentration.

**2009 – 2010 ACADEMIC YEAR
SCHOOL OF BUSINESS
DEPARTMENT
OF
BUSINESS MANAGEMENT**

- **AAS in
BUSINESS ADMINISTRATION**
- **BBA in
BUSINESS MANAGEMENT**

***MINORS available to BBA students majoring in BUSINESS
MANAGEMENT***

- ***FINANCE***
- ***HUMAN RESOURCES***
- ***MARKETING***
- ***PROJECT MANAGEMENT***
- ***ENTREPRENEURSHIP***
- ***RETAILING***

***See the Description of Minors in the
“Minors for BBA Students” Section***

**2009-2010 ACADEMIC YEAR
CURRICULUM REVIEW WORKSHEET
AAS IN BUSINESS ADMINISTRATION**

COURSES	CREDITS
MAJOR REQUIREMENTS (30 credits)	
<i>Business Requirements (21 credits)</i>	
1. AC 161 Principles of Accounting I	3
2. BL 101 Business Law I	3
3. EC 201 Macroeconomics	3
4. MG 101 Introduction to Business	3
5. MG 201 Principles of Management	3
6. MK 101 Marketing	3
1. MG 285 Integrating Business Concepts	3
<i>Major Area Electives (9 credits)*</i>	
1.	3
2.	3
3.	3
* See Recommended Concentrations or any course with a prefix of AC, BL, EC, FA, HP, MG, or MK	
GENERAL EDUCATION REQUIREMENTS (30 credits)	
1. Mathematics	3
2. EN 109 Expository Writing	3
3. EN 110 Composition and Literature (Humanities)	3
4. EN 205 Business Writing	3
5. Liberal Arts Elective or Science	3
6. Liberal Arts Elective or Social Science	3
7. LA 120 Speech Communications	3
8. CP 101 Introduction to Information Processing	3
9. CP 125 Electronic Spreadsheet Applications	3
10. BT 230 Integrated Business Applications	3
TOTAL CREDITS: (Must Equal at least 60 credits and at least 20 courses)	

**2009-2010 ACADEMIC YEAR
RECOMMENDED SEQUENCE
AAS IN BUSINESS ADMINISTRATION**

SEMESTER 1

COURSE #	NAME	CREDITS
MG 101	Introduction to Business	3
EN 109	Expository Writing	3
LA 100 or LA 120	College Strategies Speech Communications	3
AC 161 or MK 101	Accounting I Introduction to Marketing	3
CP 101	Introduction to IP	3
		15

SEMESTER 2

COURSE #	NAME	CREDITS
MG 201	Principles of Management	3
EN 110	Composition and Literature	3
MA 127 or MA 130	Quantitative Methods Intermediate Algebra	3
AC 161 or MK 101	Accounting I Introduction to Marketing	3
CP 125	Electronic Spreadsheet Applications	3
		15

SEMESTER 3

COURSE #	NAME	CREDITS
BL 101	Business Law I	3
EC 201	Macroeconomics	3
MG/MK	Major Area Elective	3
LA 120 or LA xxx	Speech Communications Liberal Arts or Social Science	3
BT 230	Integrated Business Applications	3
		15

SEMESTER 4

COURSE #	NAME	CREDITS
MG 285	Integrating Business Concepts	3
EN 205	Business Writing	3
LA xxx	Liberal Arts or Social Science	3
MG/MK	Major Area Elective	3
MG/MK	Major Area Elective	3
		15

2009-2010 ACADEMIC YEAR AAS IN BUSINESS ADMINISTRATION CONCENTRATIONS

Entrepreneurship

In addition to all other Business Administration degree requirements, the *Entrepreneurship* concentration requires successful completion of 9 credits in Entrepreneurship courses after completion of the MG 201 Principles of Management.

Required Entrepreneurship Minor Courses

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

- | | |
|----------|-----------------------------|
| ▪ MG 260 | Entrepreneurship |
| ▪ MK 204 | Entrepreneurial Marketing |
| ▪ MG 203 | Managing the Small Business |
| ▪ MG 212 | Business Ethics |
| ▪ MG 290 | Cooperative Education |

Retailing

In addition to all other Business Administration degree requirements, the *Retailing* concentration requires successful completion of 9 credits in Retailing courses after completing MK 101 Introduction to Marketing.

Required Entrepreneurship Minor Courses

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

- | | |
|----------|-------------------------|
| ▪ MK 205 | Retail Management |
| ▪ MK 207 | Multi-channel Retailing |
| ▪ MK 209 | Retail Operations |
| ▪ EB 101 | E-Commerce |
| ▪ MG 212 | Business Ethics |

2009-2010 ACADEMIC YEAR AAS IN BUSINESS ADMINISTRATION CONCENTRATIONS

Human Resources

In addition to all other Business Administration degree requirements, the *Human Resources* concentration requires successful completion of 6 credits in Human Resources courses, after completing Human Resources Management (MG-211).

Required Entrepreneurship Minor Courses

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

- | | |
|----------|-----------------------------------------------|
| ▪ MG 217 | Compensation and Benefits |
| ▪ MG 252 | Recruitment and Selection |
| ▪ MG 352 | Human Resource Information Systems Management |
| ▪ MG 250 | Human Resources Development |

Marketing

In addition to all other Business Administration degree requirements, the *Marketing* concentration requires successful completion of 9 credits after completion of MK 101 Introduction to Marketing.

Required Marketing Concentration Courses

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

- | | |
|----------|---------------------|
| ▪ MK 201 | Advertising |
| ▪ MK 202 | Salesmanship |
| ▪ MK 203 | Product Development |
| ▪ MK 205 | Retail Management |

2009-2010 ACADEMIC YEAR AAS IN BUSINESS ADMINISTRATION CONCENTRATIONS

Finance

In addition to all other Business Management degree requirements, the *Finance* concentration requires successful completion of 9 credits in Finance courses after completion of EC 201 Macroeconomics.

Required Finance Minor Courses

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

- | | |
|----------|-------------------------------------------|
| ▪ FA 302 | Principles of Finance |
| ▪ FA 150 | <i>Personal Finance (to be developed)</i> |
| ▪ FA 304 | Money and Banking |
| ▪ FA 305 | Corporate Finance |

Project Management

In addition to all other Business Management degree requirements, the *Project Management* concentration requires successful completion of 6 credits in Project Management and business related courses, after completing Introduction to Project Management (MG-230).

Required Project Management Minor Courses

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

- | | |
|----------|----------------------------------------|
| ▪ MG 231 | Project Management Application |
| ▪ MG 233 | Advanced Project Management |
| ▪ MG 234 | Certified Associate Project Management |
| ▪ MG 211 | Human Resource Management |

2009-2010 ACADEMIC YEAR AAS IN BUSINESS ADMINISTRATION CONCENTRATIONS

General

In addition to all other Business Management degree requirements, the *General Management concentration* requires successful completion of 9 credits in Management and business related courses, after completing Introduction to Business (MG-101).

Required Project Management Minor Courses

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

- | | |
|----------|-------------------------------------------|
| ▪ EB 101 | Introduction to E-Commerce |
| ▪ FA 150 | <i>Personal Finance (to be developed)</i> |
| ▪ MG 212 | Business Ethics |
| ▪ MG 211 | Human Resource Management |
| ▪ MK 205 | Retail Management |
| ▪ MG 230 | Introduction to Project Management |
| ▪ MG 290 | Cooperative Education |

**2009-2010 ACADEMIC YEAR
CURRICULUM REVIEW WORKSHEET
BBA IN BUSINESS MANAGEMENT**

COURSES	CREDITS	COURSES	CREDITS
MAJOR REQUIREMENTS (60 credits)		OTHER REQUIREMENTS (60 CREDITS)	
<i>Accounting (6 credits)</i>		<i>Computer Courses (6 credits)</i>	
1. AC 161 Principles of Accounting I	3	1.	3
2. AC 162 Principles of Accounting II or AC 231 Fed Income Tax 1	3	2.	3
<i>Management (24 credits)</i>		<i>General Education (36 credits) of which 12 credits must be in English</i>	
1. MG 101 Introduction to Business	3	1. EN	3
2. MK 101 Introduction to Marketing	3	2. EN	3
3. MG 201 Principles of Management	3	3. EN	3
4. MG 240 International Business	3	4. EN (EN 305 strongly recommended)	3
5. MG 330 Organizational Theory	3	5.	3
6. MG 260 Entrepreneurship	3	6.	3
7. MG 205 Introduction to Management Science	3	7.	3
8. MG 335 Business Policy	3	8.	3
		9.	3
		10.	3
<i>Law/Finance/Economics (12 credits)</i>		11. MA 140 College Algebra	3
1. BL 101 Business Law I	3	12. MA 145 Statistics I or MA-242 Calculus I	3
2. EC 201 Macroeconomics	3		
3. EC 203 Microeconomics	3	<i>Open Electives (18 credits)</i>	
4. FA 302 Finance	3	1.	3
		2.	3
<i>Major-Area Electives (18 credits)</i>		3.	3
*1.	3	4.	3
*2.	3	5.	3
3.	3	6.	3
4.	3		
5.	3	TOTAL OTHER CREDITS TAKEN:	
6.	3	(TOTAL MUST EQUAL 60)	
TOTAL MAJOR AREA CREDITS TAKEN:			
(TOTAL CREDITS MUST EQUAL 60)			
* <i>BL-102 BUSINESS LAW II, FA-304 MONEY & BANKING STRONGLY RECOMMENDED</i>			

**2009-2010 ACADEMIC YEAR
RECOMMENDED SEQUENCE
BBA IN BUSINESS MANAGEMENT
(For Students with an Associate Degree)**

BBA SEMESTER 1

COURSE #	NAME	CREDITS
EC 203	Microeconomics	3
MG 240	International Business	3
MG/MK	Major Area Elective	3
MG/MK	Major Area Elective	3
MA 130	Math	3
		15

BBA SEMESTER 2

COURSE #	NAME	CREDITS
MG 260	Entrepreneurship	3
FA 204	Finance	3
MG/MK	Major Area Elective	3
MG/MK	Major Area Elective	3
	Open Elective	3
		15

BBA SEMESTER 3

COURSE #	NAME	CREDITS
AC 162	Accounting or Income Tax	3
MA 140	College Algebra	3
MG/MK	Major Area Elective	3
MG/MK	Major Area Elective	3
	Open Elective	3
		15

BBA SEMESTER 4

COURSE #	NAME	CREDITS
MG 330	Organizational Theory	3
MG 205	Introduction to Management Science	3
MA 145	Statistics or Calc 1	3
MG 335	Business Policy	3
	Open Elective	3
		15