

2009-2010 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***
- ***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***
- ***FORENSIC ACCOUNTING***

2009-2010 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:

- | | |
|--|------------------|
| ▪ Six required Finance Minor courses | 18 credits |
| ▪ A minimum of One Finance Minor Elective Course | <u>3 credits</u> |
| | 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 |

Minor in Finance

2009-2010 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:

- Six required Forensic Accounting Minor courses 18 credits
- A minimum of One Forensic Accounting minor elective course 3 credits
- 21 credits**

Required Forensic Accounting Courses

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

- 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).

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

- CP-255 Advanced Excel is also strongly recommended for all students who minor in Forensic Accounting.

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

Signature: _____

Date: _____

Minor in Forensic Accounting

2009-2010 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:

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|--|----------|
| ▪ Six (6) required Human Resources Minor courses | 18 |
| ▪ A minimum of one (1) Human Resources Minor Elective Course | <u>3</u> |
| | 21 |

Required Human Resources Minor Courses

18 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
▪ MG 352	Human Resources Information Systems Management	MG 211

Human Resources Minor Recommended Elective Courses

Minimum of 3 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 222	Industrial Psychology	MG 213
▪ 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: _____

Minor in Human Resources

2009-2010 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:

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

Required Entrepreneurship Minor Courses

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

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|---|----------|------------------------------------|
| ▪ | MG - 260 | Entrepreneurship |
| ▪ | MK - 204 | Entrepreneurial Marketing |
| ▪ | MG - 265 | New Venture Financing |
| ▪ | MG - 204 | Managing the Small Business |
| ▪ | MG - 212 | Business Ethics |
| ▪ | MG - 230 | Introduction to Project Management |
| ▪ | MG - 290 | Cooperative Education |

Entrepreneurship Minor Recommended Elective Courses

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

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|---|----------|----------------------------|
| ▪ | MK - 206 | Marketing on the Internet |
| ▪ | MK - 205 | Retail Management |
| ▪ | EB - 101 | Introduction to E-Commerce |

Minor in Entrepreneurship

2009-2010 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:

- Seven required Marketing Minor courses 21 credits

Required Marketing Minor Courses

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

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|----------|---------------------|
| ▪ MK-201 | Advertising |
| ▪ MK-202 | Salesmanship |
| ▪ MK-203 | Product Development |
| ▪ MK-205 | Retail Management |
| ▪ MK-212 | Market Research |
| ▪ MK-322 | Market Management |
| ▪ MK-342 | Consumer Behavior |

Marketing Minor Recommended Elective Courses

In addition students may wish to select the following Marketing Courses as Elective Courses.

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|----------|-------------------------------|
| ▪ MK-204 | Entrepreneurial Marketing |
| ▪ MK-340 | International Marketing |
| ▪ MK-420 | Advanced Marketing Management |

Minor in Marketing

2009-2010 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:

- Six (6) required Project Management courses 18
 - A minimum of one (1) Minor Elective Course 3
- 21

Project Management Minor Courses

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

COURSE CODE	COURSE NAME	PRE-REQUISITE
▪ MG 231	Project Management Application	MG 230
▪ MG 211	Human Resources Management	
▪ MG 213	Organizational Behavior	MG 211
▪ MG 233	Advanced Project Management	MG 230
▪ MG 234	Certified Associate PM	MG 231, MG 232, MG 233
▪ MG 235	Contemporary Issues in Project Management Presentation	MG 230

Project Management Minor Recommended Elective Courses

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

COURSE CODE	COURSE NAME	PRE-REQUISITE
▪ MG 222	Industrial Psychology	
▪ MG 350	International Human Resources	MG 250
▪ CP 255	Advanced Spreadsheet	CP 125

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

Signature: _____

Date: _____

Minor in Project Management

2009-2010 ACADEMIC YEAR MINOR IN RETAILING

In addition to all other Business Management degree requirements, the *Retailing Minor* requires successful completion of 18 credits in Retailing courses after completing MK 101, Introduction to Marketing.

This must consist of:

- | | |
|---|------------------|
| ▪ Six (6) required Retailing Minor courses | 18 credits |
| ▪ A minimum of one (1) Entrepreneurship Minor Elective Course | <u>3 credits</u> |
| | 21 |

Required Retailing Minor Courses

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

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|----------|-------------------------|
| ▪ MK-205 | Retail Management |
| ▪ MK-207 | Multi-channel Retailing |
| ▪ MK-209 | Retail Operations |
| ▪ MK-342 | Consumer Behavior |
| ▪ EB-101 | E-Commerce |
| ▪ MK-203 | Product Development |
| ▪ MG-212 | Business Ethics |

Entrepreneurship Minor Recommended Elective Courses

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

- | | |
|----------|---------------------------|
| ▪ MK-206 | Marketing on the Internet |
| ▪ MK-212 | Market Research |
| ▪ MK-202 | Salesmanship |

Minor in Retailing

2009-2010 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:

- Four (4) required Networking Minor courses 12 credits
- Three (3) required Networking Minor Elective Course 9 credits
- 21 credits**

Required Networking Minor Courses		
<i>12 credits required (courses may be counted as Major Area or Open Electives)</i>		
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	CP221 or CP270

Required Networking Minor Elective Courses		
<i>9 credits required (courses may be counted as Major Area or Open Electives)</i>		
COURSE CODE	COURSE NAME	PRE-REQUISITE
• CP227	End User Support	CP221 or 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: _____

Minor in Networking

2009-2010 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:

- 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 <i>12 credits required (courses may be counted as Major Area or Open Electives)</i>		
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 <i>9 credits required (courses may be counted as Major Area or Open Electives)</i>		
COURSE CODE	COURSE NAME	PRE-REQUISITE
• CP231	Multimedia	CP101 or CT101
• CP249	CGI/PERL Programming	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: _____

Minor in Web and Database Technologies

2009-2010 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 Elective Course 9 credits
- 21 credits

Required Health Services and Information Technology Courses		
<i>12 credits required (courses may be counted as Major Area or Open Electives)</i>		
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		
<i>9 credits required (courses may be counted as Major Area or Open Electives)</i>		
• 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

Minor in Health Informatics

2009-2010 ACADEMIC YEAR

MINOR IN

HOSPITALITY MANAGEMENT & THE CULINARY ARTS

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:

- Four (4) required Hospitality & The Culinary Arts Minor courses **12 credits**
 - Three (3) Elective Hospitality & The Culinary Arts Elective courses **9 credits**
- 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

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.

General Education

The following courses are strongly recommended:
 MG-211, Human Resource Management and MG-216, Labor Relations I

Minor in Hospitality Management & the Culinary Arts