Business and Management

Siena Heights University offers a Bachelor of Business Administration (BBA) degree in the areas of Accounting, Business Administration, Management and Marketing. A Bachelor of Arts (BA) degree is offered in Sport Management. An Associate of Arts (AA) degree is offered in Accounting and Business Administration.

Concentrations
Concentrations are a series of courses in a particular business field. They are designed to allow the student further study in one or more areas of interest. Students majoring in business administration may concentrate in one or more of the following areas: accounting, computer and information systems, finance, international business, management, and marketing. Concentrations are only offered to students majoring in business administration.

GPA Minimums for the Major
Accounting, Business Administration and Sport Management majors require a 2.5 GPA. Students earning a “D” grade cannot count this towards any major if it is transferred from another institution. Otherwise, “D” grades satisfy Accounting, Business Administration, Marketing and Sport Management major requirements provided the minimum GPA is maintained.

Management majors apply a different rule. The Management major simply does-not apply “D” grades to the major requirements, even courses completed at Siena Heights. Management majors can earn “D” cognate grades; however, they must average 2.0 or better for all cognates.

Transfer Credit
1. “D” transfer grades do not apply at all to Division majors, minors or concentrations.

2. After initial enrollment at Siena Heights University, subsequent courses taken elsewhere become “guest courses”. Only guest courses with prior written approval from the program chairperson may apply to the major. The appropriate site director or program coordinator must approve, in writing, departures from the student’s approved major degree plan.

3. Accounting and Business Administration majors may transfer in the equivalents of MGT 302 and MKT 310 provided they are junior or senior level courses. Otherwise, to apply either of these courses, the student must earn a “C” or better in a specified Management or Marketing validator at Siena Heights University. Not all courses qualify as validators.
   a. Siena Heights University Management Validators:
      MGT 357, MGT 360, MGT 361, MGT 450 & MGT 452
   b. Siena Heights University Marketing Validators:
      MKT 350, MKT 351, MKT 455 & MKT 470
   c. Management majors need to validate the transfer of MKT 310 and Marketing majors validate MGT 302.

4. For any business major, a minimum of 18 credits in the major must be completed at Siena Heights University. These can include cognate
requirements, core requirements, major requirements or major electives. For Accounting majors, at least 12 of these 18 hours must be “ACC” courses. For Sport Management majors, at least 12 of these 18 hours must be “SMG” courses excluding SMG 280 and SMG 480. The Management and Marketing majors require 24 credits completed at Siena Heights University. See your advisor for details.

5. For many business minors, a 12 semester hour minimum must be taken with Siena Heights University at the 300-400 level.

**Applying Credits**

Unless it is a cognate, in one or both instances, the same course does not apply to two majors or to both a major and a minor. Courses that are part of an AA degree, however, do apply towards a BA or BBA. See your advisor for details.
# Accounting Major

## Bachelor of Business Administration Degree

### I. Course Requirements for Major

#### A. Program Requirements

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 203</td>
<td>Principles of Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>ACC 240</td>
<td>Principles of Accounting II</td>
<td>4</td>
</tr>
<tr>
<td>ACC 341</td>
<td>Intermediate Accounting I</td>
<td>3</td>
</tr>
<tr>
<td>ACC 342</td>
<td>Intermediate Accounting II</td>
<td>3</td>
</tr>
<tr>
<td>ACC 361</td>
<td>Managerial Cost Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ACC 441</td>
<td>Auditing</td>
<td>3</td>
</tr>
<tr>
<td>ACC 451</td>
<td>Federal Taxation-Individual</td>
<td>3</td>
</tr>
<tr>
<td>ACC 460</td>
<td>Advanced Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ACC 350</td>
<td>Fraud Examination</td>
<td>3</td>
</tr>
<tr>
<td>ACC 376</td>
<td>Accounting Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>ACC 452</td>
<td>Federal Taxation-Business</td>
<td>3</td>
</tr>
<tr>
<td>ACC 463</td>
<td>Financial Statement Analysis</td>
<td>3</td>
</tr>
<tr>
<td>ACC 480</td>
<td>Cooperative Work Experience</td>
<td>3</td>
</tr>
<tr>
<td>ACC 485</td>
<td>Special Topics</td>
<td>3</td>
</tr>
</tbody>
</table>

#### B. Cognate Requirements

<table>
<thead>
<tr>
<th>Course Code</th>
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<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>BAM 218</td>
<td>Introduction to Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>or</td>
<td>BAM 465 Management Information System</td>
<td>3</td>
</tr>
<tr>
<td>BAM 201</td>
<td>Business Communications</td>
<td>3</td>
</tr>
<tr>
<td>or</td>
<td>BAM 441 Communication Skills for Managers</td>
<td>3</td>
</tr>
<tr>
<td>BAM 340</td>
<td>Legal Environment of Business</td>
<td>3</td>
</tr>
<tr>
<td>#ECO 221</td>
<td>Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ECO 222</td>
<td>Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>FIN 340</td>
<td>Managerial Finance</td>
<td>3</td>
</tr>
<tr>
<td>#MAT 143</td>
<td>Introduction to Statistics</td>
<td>3</td>
</tr>
<tr>
<td>or</td>
<td>MAT 174 Data Analysis and Statistics</td>
<td>3</td>
</tr>
<tr>
<td>MGT 302</td>
<td>Management Principles and Cases</td>
<td>3</td>
</tr>
<tr>
<td>MKT 310</td>
<td>Marketing Principles and Cases</td>
<td>3</td>
</tr>
</tbody>
</table>

#### C. Total for Major

**59 semester hours**

### II. Liberal Arts

*# May be double counted toward Major and Liberal Arts Requirements.*

**29 semester hours**

### III. General Electives

**32 semester hours**

### IV. Total For Degree

**120 semester hours**

# Minor in Accounting

### I. Course Requirements for Minor

#### A. Program Requirements

<table>
<thead>
<tr>
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<td>ACC 342</td>
<td>Intermediate Accounting II</td>
<td>3</td>
</tr>
</tbody>
</table>

**17 semester hours**
5.  ACC ___ Approved Accounting elective     3

B. Cognate Requirements
   1.  2 courses from the following:     6 semester hours
       BAM 201 Business Communications
       FIN 340 Managerial Finance
       MGT 302 Management Principles & Cases
       MKT 310 Marketing Principles & Cases

C. Total for Minor     23 semester hours

Accounting Major

Associate of Arts Degree

I. Course Requirements
   A. Program Requirements     23 semester hours
      1.  ACC 203 Principles of Accounting I    4
      2.  ACC 240 Principles of Accounting II    4
      3.  ACC 341 Intermediate Accounting I    3
      4.  ACC 342 Intermediate Accounting II    3
      5.  ACC 361 Managerial Cost Accounting    3
      6. ___ ___ Approved Electives     6

   B. Cognate Requirements     12 semester hours
      1.  BAM 201 Business Communications     3
      2.  FIN 340 Managerial Finance     3
      3.  MGT 302 Management Principles and Cases   3
      4.  MKT 310 Marketing Principles and Cases   3

   C. Total for Major     35 semester hours

II. Liberal Arts     16-17 semester hours

III. General Electives     8-9 semester hours

IV. Total for Degree     60 semester hours

V. Other Requirements
   1. See specific Business and Management requirements on pages 39-40.

Program Learning Outcomes

Accounting Principles – Apply accounting knowledge in various managerial situations including preparing financial reports in contribution format.

Communication – Communicate report analysis conclusions both verbally and in writing.

Analytical/Critical Decision Making – Analyze financial data prepared in contribution format and use to make decisions about new and existing products.

Ethics – Continue introduction of business ethics.
Business Administration

Bachelor of Business Administration Degree

I. Course Requirements for Major

A. Program Requirements 33 semester hours

1. BAM 101 Introduction to Business or MGT 440 Entrepreneurship & Small Business Management
2. BAM 201 Business Communications or BAM 441 Communication Skills for Managers
3. BAM 479 Strategic Management
4. FIN 340 Managerial Finance
5. MGT 302 Management: Principles and Cases
6. MKT 310 Marketing: Principles and Cases
7. Elective Requirements: 15
   Any approved BAM, ECO, FIN, MGT or MKT electives. Twelve of these hours must be at the 300/400 level.

B. Cognate Requirements 20 semester hours

1. ACC 203 Principles of Accounting I
2. ACC 240 Principles of Accounting II
3. BAM 218 Introduction to Information Systems or BAM 465 Management Information Systems
4. #ECO 221 Microeconomics
5. ECO 222 Macroeconomics
6. #MAT 143 Introduction to Statistics or #MAT 174 Data Analysis and Statistics

C. Total for Major 53 semester hours

II. Liberal Arts 29 semester hours
# May be double counted toward Major and Liberal Arts Requirements.

III. General Electives 38 semester hours

IV. Total for Degree 120 semester hours

V. Other Requirements

1. Students may satisfy all elective requirements by completing any concentrations below, or by simply completing any 5, three credit BAM, ECO, FIN, MGT or MKT electives (4 of the 5 program electives must be 300/400 level).

2. Students must earn a 2.5 minimum G.P.A. in the major program requirements (cognates excluded).
Concentrations
(12 semester hours required at the 300/400 level)

Accounting 15 semester hours
ACC 341 Intermediate Accounting I 3
ACC 342 Intermediate Accounting II 3
Two approved accounting electives 6
One approved business elective 3

Computer Information Systems 15 semester hours
CIS 119 Visual Basic Programming 3
CIS 252 Introduction to C++ 3
or
CIS 340 Java Programming 3
CIS 353 Systems Analysis 3
CIS 363 Database Management Systems 3
CIS ___ Elective (300/400 Level) 3

MAT 260 is a prerequisite to CIS 340 and 353.

BAM 465 Management Information Systems is recommended and satisfies a BAM Major Cognate requirement.

Entrepreneurship 15 semester hours
MGT 440 Entrepreneurship & Small Business Management 3
BAM 311 Business Ethics 3
or
BAM 411 Business and Society 3
BAM 480 Internship (with small business firm) 3
FIN 440 Financing New Ventures 3
___ ___ One Approved BAM, ECO, FIN, MGT or MKT Elective 3

Finance 15 semester hours
Three of the following:
FIN 348 Money & Capital Markets 3
FIN 209 Personal Finance 3
or
FIN 309 Personal Financial Planning 3
FIN 322 Investments 3
FIN 440 Financing New Ventures 3
FIN 463 Financial Statement Analysis 3
FIN 485 Special Topics: International Finance 3
Two approved business electives 6

International Business 16 semester hours
One of the following:
BAM 470 International Business 3
or
ECO 342 Comparative Economic Systems 3
or
MKT 470 Global Marketing 3
1 semester of a language 4
BAM 329 Managing Cultural Differences 3
FIN 485 Special Topic: International Finance 3
One approved business electives 3
Management 15 semester hours
Three management courses above MGT 302 9
Two approved business electives (at least one at 300/400 level) 6

Marketing 15 semester hours
Three marketing courses above MKT310 9
Two approved business electives (at least one at 300/400 level) 6

Transfer students must complete at least 18 credits of Business Administration at Siena Heights University including FIN 340 and BAM 479.

Approved Management and Marketing Validators:
MGT357, MGT360, MGT361, MGT450, MGT452, MKT350, MKT351, MKT455, MKT470.

Business Administration Minor
I. Course Requirements for Minor
A. Program Requirements 9 semester hours
   1. BAM 201 Business Communication 3
   2. MGT 302 Management: Principles and Cases 3
   3. MKT 310 Marketing: Principles and Cases 3

B. Cognate Requirements 17 semester hours
   1. ACC 203 Principles of Accounting I 4
   2. ACC 240 Principles of Accounting II 4
   3. BAM 218 Introduction to Information Systems 3
   4. #ECO 221 Microeconomics 3
   5. ECO 222 Macroeconomics 3

C. Total for Minor 26 semester hours
# May be double counted toward Minor and Liberal Arts Requirements.

II. Other Requirements
1. Cognates may double count towards a BAM minor and other Business and Management majors.

2. 12 credits must be completed at Siena Heights University.

3. Only 2.0 G.P.A. or higher transfer credits apply.

4. Students must earn a 2.0 minimum G.P.A. for all minor course work at Siena Heights University.

Minor in Finance
I. Course Requirements for Minor
A. Program Requirements 12 semester hours
   1. Any four of the following:
      ACC 361 Managerial Cost Accounting
      FIN 209 Personal Finance
      or
      FIN 309 Personal Financial Planning
      FIN 322 Investments
      FIN 348 Money and Capital Markets
      FIN 463 Financial Statements Analysis
      FIN 485 Special Topics: International Finance
B. Cognate Requirements 14 semester hours
1. ACC 203 Principles of Accounting I 4
2. ACC 240 Principles of Accounting II 4
3. #ECO 221 Microeconomics 3
4. ECO 222 Macroeconomics 3

C. Total for Minor 26 semester hours
# May be double counted toward Minor and Liberal Arts Requirements

II. Other Requirements
1. Accounting Majors applying ACC 361 must add 3 credits of ACC approved electives to their major.
2. Students may take FIN 209 or FIN 309, but not both.
3. FIN 340, Managerial Finance, is a prerequisite for FIN 463.
4. If you are NOT a BBA in Business Administration Major, you may petition to apply FIN 340, Managerial Finance. Your program coordinator will seek to avoid duplicating credit in Accounting, Sport Management or Technology Management before granting approval.
5. Cognates may double count towards a Finance Minor and towards other Business and Management majors.

Business Administration Associate of Arts

I. Course Requirements
A. Program Requirements 32 semester hours
1. ACC 203 Principles of Accounting I 4
2. ACC 240 Principles of Accounting II 4
3. BAM 201 Business Communication 3
4. BAM 218 Introduction to Information Systems 3
5. #ECO 221 Microeconomics 3
6. ECO 222 Macroeconomics 3
7. MGT 302 Management: Principles and Cases 3
8. MKT 310 Marketing: Principles and Cases 3
9. ___ ___ Approved Electives 6
Any approved BAM, ECO, FIN, MGT or MKT electives

B. Total for Major 32 semester hours

II. Liberal Arts 13-14 semester hours
# May be double counted toward Major and Liberal Arts Requirements.

III. General Electives 14-15 semester hours

IV. Total for Degree 60 semester hours

V. Other Requirements
1. Student should complete any 12 credits in residence among the following: BAM 201, MGT 302, MKT 310, and 6-credits of approved electives.
Program Learning Outcomes
The business program prepares students for management positions in a wide variety of organizational settings. Business students will achieve the following competencies:

Communication – the ability to express ideas – in writing, verbally and visually

Creativity – the ability to develop original ideas or use common solutions in unique ways.

Analytical ability – the skill to effectively separate a complex problem into its component parts in order to identify solutions.

Integrative thinking – the ability to detect interrelationships among component parts and assess their importance in creating solutions.

Ethics – the ability to examine decisions in light of ethical and corporate social responsibility principles as well as their effects on stakeholders worldwide.

The business learning outcomes are skills employers seek, and therefore cornerstones of the program.