



Minor in BUSINESS ADMINISTRATION

Minor in Business Administration

Program Description

A minor in business administration is designed to provide students with a foundational understanding of the principles and practices of business. This program is an excellent complement to a variety of majors, as it provides students with the essential knowledge and skills needed to succeed in various industries.

Throughout the program, students will learn about the fundamental concepts of accounting, finance, marketing, management, and operations. They will gain a broad perspective on the different functions of business and how they interact with each other. This program will also help students develop critical thinking and problem-solving skills that are essential for success in any business environment.

The minor in business administration is an excellent way for students to enhance their career prospects and prepare for leadership roles. By understanding the principles of business, students will be able to communicate more effectively with colleagues, clients, and other stakeholders. They will also be better equipped to analyze complex business problems and make informed decisions that benefit the organization.

Overall, a minor in business administration is an excellent choice for students who are interested in developing a well-rounded skill set that can help them succeed in any field. Whether they plan to pursue a career in business or another industry, the knowledge and skills gained through this program will be invaluable in achieving their goals.

PROGRAM GOALS

1. To provide students with a foundational understanding of the principles and practices of business. This includes an introduction to the major functional areas of business, such as accounting, finance, marketing, management, and operations.
2. To develop critical thinking and problem-solving skills that are essential for success in any business environment. This includes the ability to analyze complex business problems and make informed decisions that benefit the organization.
3. To enhance students' communication skills, including the ability to write clearly and concisely, present ideas effectively, and collaborate with colleagues and clients.
4. To prepare students for leadership roles in various industries. This includes the development of skills such as team building, strategic planning, and decision-making.
5. To provide students with a well-rounded skill set that complements their major field of study. This includes the ability to apply business principles and practices to a variety of industries and fields, and the development of a broad perspective on the role of business in society.

COURSES

The minor in business administration requires 12 hours. Courses in the business administration minor may include the following:

- [BUS 200 Introduction to Business](#)
- [MKT 200 Principles of Marketing](#)
- [MGT 340 Organizational Behavior](#)
- [MGT 480 Essentials of Operations Management](#)

All students must complete ACC 201 Financial Accounting and ECN 101 Principles of Economics as prerequisite general education electives to this minor.

Course Descriptions

BUS 200: Introduction to Business: Introduction to Business is a foundational course that provides an overview of the principles and practices of business, including the different functional areas of business, forms of business ownership, legal and ethical responsibilities of businesses, fiscal management basics, and the role of business in society. This course prepares students for advanced coursework and future career opportunities.

MKT 200 Principles of Marketing: This course covers the fundamental principles and techniques of marketing. Students will learn how marketers deliver value in satisfying customer needs and wants, determine which target markets the organization can best serve, and decide upon appropriate products, services, and programs to serve these markets.

MGT 340: Organizational Behavior: This course explores the behavior of individuals and groups in organizations, including topics such as motivation, leadership, communication, and conflict resolution. Students will learn how to build effective teams, manage change, and create a positive organizational culture.

MGT 480: Essentials of Operations Management: This course introduces students to the principles of operations management, including production planning, quality control, and supply chain management. Students will learn how to analyze operations processes, identify bottlenecks and inefficiencies, and develop strategies for improving operations performance.

PROGRAMMATIC OUTCOMES:

Students will develop the following outcomes:

1. Knowledge of business principles: Students will have a strong understanding of the fundamental principles and practices of business, including accounting, finance, marketing, management, and operations.
2. Critical thinking: Students will be able to analyze complex business problems and develop effective solutions using critical thinking skills.
3. Communication skills: Students will have strong written and oral communication skills, including the ability to present ideas effectively, collaborate with colleagues and clients, and write clearly and concisely.
4. Leadership skills: Students will be prepared for leadership roles in various industries, with the ability to lead teams, make strategic decisions, and manage change.
5. Application of business principles: Students will be able to apply business principles and practices to a variety of industries and fields, with a broad perspective on the role of business in society. They will be able to analyze business situations and make informed decisions that benefit the organization and its stakeholders.