

DEPARTMENT OF BUSINESS

Professors: G. Arbogast, P. Barr, S. Jones

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Instructors: B. Reed, R. Swisher

The Department of Business provides quality educational opportunities for students who are preparing for challenging careers in a dynamic business environment. The Department faculty are committed to educating students to be thoughtful, productive, engaged, and responsible citizens. The Department of Business maintains excellence in academic programs by interacting with employers and recent graduates who regularly provide advice on the marketability of our degrees in an information-processing and global economy.

The department offers both four year programs and a two year program. All programs emphasize life- long learning and personal and professional development. Modern technology and current software are integrated throughout each program. In addition to the course work, business majors are encouraged to participate in student organizations and co-curricular activities that provide opportunities for service learning, the development of human relations skills, and the application of leadership skills. Student organizations sponsored by business faculty include Nonprofit Leadership Student Association and Students in Free Enterprise. The business faculty bring a variety of professional experience to the classroom and regularly participate in professional development activities to keep them abreast of current developments in their field of expertise. Small classes permit ready access to faculty and academic advisors, and all business faculty encourage students and advisees to visit their offices frequently throughout the semester. For additional information about the Department of Business, its programs, faculty, and organizations call (304) 462-6250.

Baccalaureate (4-year non-teaching) Majors:

Bachelor of Science

Business Administration with majors in Accounting, Computer and Information Systems, Management, Marketing, Resort Area Management, Sport Management
Business combined with Forestry (located under Department of Land Resources)

Baccalaureate (Teaching) Majors: Bachelor of Arts in Education

Business and Marketing Education (5-Adult)

Associate (2-year) Major: Associate of Science

Business

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BACHELOR OF SCIENCE DEGREE BUSINESS ADMINISTRATION ACCOUNTING

Students completing this degree will qualify for entry-level positions with accounting firms. They are also qualified for entry-level accounting positions with industrial firms, financial institutions and governmental agencies. Students will also qualify for entry-level positions in the areas of management and finance.

General Education Requirements **43 hours**

Students in Business Administration must complete ECON 201 and MATH 102 as part of the General Education requirements

Business Administration Core **33 hours**

ACCT 231	Principles of Accounting I	3
ACCT 232	Principles of Accounting II	3
BUSN 100	Introduction to Business	3
BUSN 193	Applied Business Communications	3
BUSN 230	Quantitative Business Analysis I	3
BUSN 270	Business Law I	3
BUSN 330	Quantitative Business Analysis II	3
CSCI 101	Contemporary Computer Applications	
CSCI 260	Management Information Systems	3
ECON 201	Principles of Microeconomics	
ECON 202	Principles of Macroeconomics	3
MGMT 201	Principles of Management	3
MRKT 201	Principles of Marketing	3

Accounting Major **42 hours**

ACCT 331	Intermediate Accounting I	3
ACCT 332	Intermediate Accounting II	3
ACCT 334	Individual Income Tax Accounting	3
ACCT 337	Cost Accounting	3
ACCT 344	Business Income Tax Accounting	3
ACCT 432	Advanced Accounting	3
ACCT 435	Auditing	3
ACCT 436	Accounting Systems	3
ACCT 438	Accounting Ethics Seminar	3
BUSN 470	Business Law II	3
BUSN 493	Strategic Management and Planning	3
ECON 420	The Financial System and Economy	3
FINC 321	Business Finance	3
STAT 361	Introduction to Statistical Analysis	3

Electives **10 hours**

Students are encouraged to take MATH 120 and MATH 202 to better prepare for graduate school entrance.

Total minimum hours required for degree **128 hours**

GATEWAY ASSESSMENT – BUSN 193

CAPSTONE ASSESSMENT – BUSN 493

IMPORTANT: CPA EXAM AND CERTIFICATION INFORMATION FOR ACCOUNTING MAJORS

The West Virginia Board of Accountancy (www.wvboacc.org) is the regulatory board charged with the administration and enforcement of the provisions of the West Virginia Board of Accountancy law, including oversight of the professional licensing of Certified Public Accountants. In general, the Board shall issue an initial certificate to an applicant of good moral character who meets the *Education, Examination and Experience* requirements as specified on the website listed above. In brief, candidates must ultimately complete 150 hours of specified *Education*, pass the Uniform CPA *Examination* and accumulate at least one year of *Experience* to become a CPA.

A West Virginia exam applicant may sit for the CPA examination with a baccalaureate degree and the completion of specific courses at the upper-division baccalaureate and/or graduate levels at an accredited college or university. Minimum requirements include:

- 27 semester hours in Accounting (excluding Principles of Accounting, as specified by the West Virginia State Board of Accountancy),
- 6 semester hours in Business Law and
- 27 semester hours in Business courses (other than accounting and business law courses, as specified by the West Virginia State Board of Accountancy).

Three credit hours in ethics are required and may be counted as part of the accounting or business courses.

The Bachelor of Science in Business Administration degree with a major in Accounting from Glenville State College exceeds these minimum academic standards set forth by the West Virginia State Board of Accountancy. A complete listing of specific criteria may be obtained from the West Virginia State Board of Accountancy or the GSC Accounting Faculty.

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Remember that CPA candidates must ultimately complete 150 semester hours of postsecondary education and receive a baccalaureate or higher degree from a college or university accredited by a regional accreditation board recognized by the West Virginia State Board of Accountancy. If an accounting major is interested in eventually becoming a CPA, the student must earn additional hours past those 128 hours required to obtain a baccalaureate accounting degree at Glenville State College. The Department of Business recommends three options for interested students to consider in fulfilling the West Virginia State Board of Accountancy 150 hour requirement:

- The student may elect a second major and/or select a minor; this option could also include completion of an Associate Degree. It is imperative that a student who is interested in this option consult with the advisor in the sophomore year to properly plan a course of study incorporating these additional hours.
- The student may elect not to declare an additional major/minor but take advisor-approved electives in several areas to complete the required hours.
- The student may elect to complete the 128 hour baccalaureate accounting program at GSC and then pursue a graduate degree at another institution.

Students are encouraged to talk with one of the Accounting faculty about this information and the options available.

**ACCOUNTING
SUGGESTED PLAN OF STUDY**

FIRST YEAR

ACCT 231.....3	ACCT 232.....3
ART 200, CART 200 (OR) MUSC 2002	BIOL 101, 102, CHEM 100, 101, ENVR 101, PHYS 201, 209 (OR) SCNC 101.....4
BUSN 100.....3	CSCI 101.....3
BUSN 230.....3	HIST 201, 202, 207, 208 (OR) POSC 203.....3
ENGL 101.....3	MGMT 201 (OR) MRKT 2013
GSC 100.....1	Total Hours - Spring Semester16
PED 1011	
Total Hours - Fall Semester16	

SECOND YEAR

ACCT 331.....3	ACCT 332.....3
BUSN 270.....3	ART 200, CART 200 (OR) MUSC 2002
CART 101.....3	BUSN 193.....3
ENGL 102.....3	BUSN 470.....3
MATH 102.....3	MRKT 201 (OR) MGMT 2013
PED 2011	STAT 361.....3
Total Hours - Fall Semester16	Total Hours - Spring Semester17

THIRD YEAR

ACCT 337.....3	REQUEST DEGREE EVALUATION
ACCT 432.....3	ACCT 334.....3
CSCI 260.....3	ACCT 435.....3
ECON 201.....3	BUSN 330.....3
HIST 201, 202, 207, 208 (OR) POSC 203.....3	ENGL 203, 204, 205 (OR) 206.....3
PED 3011	FINC 3213
Total Hours - Fall Semester16	Total Hours - Spring Semester15

FOURTH YEAR

ACCT 344.....3	APPLY FOR GRADUATION
ACCT 436.....3	ACCT 438.....3
BIOL 101, 102, CHEM 100, 101, ENVR 101, PHYS 201, 209 (OR) SCNC 1014	ECON 420.....3
BUSN 493.....3	ELECTIVES10
ECON 202.....3	Total Hours - Spring Semester16
Total Hours - Fall Semester16	

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BACHELOR OF SCIENCE DEGREE BUSINESS ADMINISTRATION COMPUTER AND INFORMATION SYSTEMS

Students completing this degree will qualify for positions in entry-level computer programming; entry level programming analysis; entry-level systems analysis; and entry-level data base administrator.

General Education Requirements **43 hours**

Computer Science and Information Systems majors must complete ECON 201 and MATH 102 as part of the General Education requirements.

Business Administration Core **33 hours**

ACCT 231	Principles of Accounting I	3
ACCT 232	Principles of Accounting II	3
BUSN 100	Introduction to Business	3
BUSN 193	Applied Business Communications	3
BUSN 230	Quantitative Business Analysis I	3
BUSN 270	Business Law I	3
BUSN 330	Quantitative Business Analysis II	3
CSCI 101	Contemporary Computer Applications	
CSCI 260	Management Information Systems	3
ECON 201	Principles of Microeconomics	
ECON 202	Principles of Macroeconomics	3
MGMT 201	Principles of Management	3
MRKT 201	Principles of Marketing	3

Computer and Information Systems Major **21 hours**

BUSN 493	Strategic Management and Planning	3
CSCI 360	Systems Analysis and Design	3
CSCI 381	Database Management	3
CSCI 490	Computer Science Project	3
ECON 420	The Financial System and Economy	3
FINC 321	Business Finance	3
STAT 361	Introduction to Statistical Analysis	3

Students may select one or both of the below concentrations:

Architecture & Security Concentration			15 hours
CSCI 202	Enterprise Architecture and Security	3	
CSCI 304	Networking & Security	3	
CSCI 335	Cyber Crime Investigation I (crosslisted course CRJU 335)	3	
CSCI 352	Operating Systems Principles	3	
CSCI 435	Cyber Crime Investigation II (crosslisted course CRJU 435)	3	
Programming Concentration			15 hours
CSCI 201	Introduction to Computer Programming	3	
CSCI 286	C++ Programming	3	
CSCI 305	Web Design	3	
CSCI 386	Data Structures	3	
CSCI 405	Web Application Development	3	
Upper Division Electives approved by faculty advisor			16 hours
Total minimum hours required for degree			128 hours

GATEWAY ASSESSMENT - BUSINESS 193
CAPSTONE ASSESSMENT - BUSINESS 493

**ARCHITECTURE AND SECURITY CONCENTRATION
SUGGESTED PLAN OF STUDY**

FIRST YEAR

ART 200, CART 200 (OR)	BIOL 101, 102, CHEM 100, 101,
MUSC 2002	ENVR 101, PHYS 201, 209
BUSN 1003	(OR) SCNC 1014
BUSN 2303	CART 101.....3
CSCI 1013	CSCI 2023
ENGL 1013	HIST 201, 202, 207, 208 (OR)
GSC 1001	POSC 203.....3
PED 1011	MATH 1023
Total Hours - Fall Semester.....16	Total Hours - Spring Semester16

SECOND YEAR

ACCT 2313	ACCT 232.....3
ART 200, CART 200 (OR)	BUSN 193.....3
MUSC 2002	CSCI 260 (OR) CSCI 4353
CSCI 304 (OR) CSCI 3353	ECON 2023
CSCI 352 (OR) CSCI 3813	MGMT 201 (OR) MRKT 2013
ECON 2013	ELECTIVE*1
PED 2011	Total Hours - Spring Semester16
Total Hours - Fall Semester.....15	

THIRD YEAR

BUSN 2703	BUSN 330.....3
CSCI 304 (OR) CSCI 3353	CSCI 260 (OR) CSCI 4353
CSCI 352 (OR) CSCI 3813	ENGL 203, 204, 205 (OR) 2063
CSCI 360 (OR) ELECTIVE*3	FINC 3213
ENGL 1023	PED 301.....1
MGMT 201 (OR) MRKT 2013	ELECTIVE*3
Total Hours - Fall Semester.....18	Total Hours - Spring Semester16

REQUEST DEGREE EVALUATION

FOURTH YEAR

BIOL 101, 102, CHEM 100, 101,	APPLY FOR GRADUATION
ENVR 101, PHYS 201, 209 (OR)	CSCI 4903
SCNC 1014	ECON 4203
BUSN 4933	STAT 3613
CSCI 360 (OR) ELECTIVE*3	ELECTIVE*3
HIST 201, 202, 207, 208 (OR)	ELECTIVE*3
POSC 2033	Total Hours - Spring Semester15
ELECTIVE*3	
Total Hours - Fall Semester.....16	

*CSCI Special Topics are recommended for ELECTIVES.

**PROGRAMMING CONCENTRATION
SUGGESTED PLAN OF STUDY**

FIRST YEAR

ART 200, CART 200 (OR) MUSC 200.....2	BIOL 101, 102, CHEM 100, 101, ENVR 101, PHYS 201, 209 (OR) SCNC 101.....4
BUSN 1003	CART 101.....3
BUSN 2303	CSCI 2013
CSCI 1013	HIST 201, 202, 207, 208 (OR) POSC 203.....3
ENGL 1013	MATH 1023
GSC 1001	Total Hours - Spring Semester16
PED 1011	
Total Hours - Fall Semester.....16	

SECOND YEAR

ACCT 2313	ACCT 232.....3
ART 200, CART 200 (OR) MUSC 200.....2	BUSN 193.....3
CSCI 260 (OR) CSCI 3813	CSCI 386 (OR) CSCI 4053
CSCI 286 (OR) CSCI 3053	ECON 2023
ECON 2013	MGMT 201 (OR) MRKT 2013
PED 2011	ELECTIVE*1
Total Hours - Fall Semester.....15	Total Hours - Spring Semester16

THIRD YEAR

BUSN 2703	BUSN 330.....3
CSCI 260 (OR) CSCI 3813	CSCI 386 (OR) CSCI 4053
CSCI 286 (OR) CSCI 3053	ENGL 203, 204, 205 (OR) 2063
CSCI 360 (OR) ELECTIVE*3	FINC 3213
ENGL 1023	PED 301.....1
MGMT 201 (OR) MRKT 2013	ELECTIVE*3
Total Hours - Fall Semester.....18	Total Hours - Spring Semester16

REQUEST DEGREE EVALUATION

FOURTH YEAR

BIOL 101, 102, CHEM 100, 101, ENVR 101, PHYS 201, 209 (OR) SCNC 1014	APPLY FOR GRADUATION
BUSN 4933	CSCI 4903
CSCI 360 (OR) ELECTIVE*3	ECON 4203
HIST 201, 202, 207, 208 (OR) POSC 2033	STAT 3613
ELECTIVE*4	ELECTIVE*3
Total Hours - Fall Semester.....16	ELECTIVE*3
	Total Hours - Spring Semester15

*CSCI Special Topics are recommended for ELECTIVES

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BACHELOR OF SCIENCE BUSINESS ADMINISTRATION MANAGEMENT

Students completing this degree will qualify for entry-level positions in a diverse array of businesses. Such positions include management training, assistant to managers, buyers/ procurement professionals, office management, foremanship/supervision. Other positions for which this major would qualify an individual are of a supervisory nature leading eventually to middle management or department head.

General Education Requirements **43 hours**

Students in Business Administration must complete ECON 201 and MATH 102 as part of the General Education requirements.

Business Administration Core **33 hours**

ACCT 231	Principles of Accounting I	3
ACCT 232	Principles of Accounting II	3
BUSN 100	Introduction to Business	3
BUSN 193	Applied Business Communications	3
BUSN 230	Quantitative Business Analysis I	3
BUSN 270	Business Law I	3
BUSN 330	Quantitative Business Analysis II	3
CSCI 101	Contemporary Computer Applications	
CSCI 260	Management Information Systems	3
ECON 201	Principles of Microeconomics	
ECON 202	Principles of Macroeconomics	3
MGMT 201	Principles of Management	3
MRKT 201	Principles of Marketing	3

Management Major **36 hours**

ACCT 337	Cost Accounting	3
BUSN 470	Business Law II	3
BUSN 493	Strategic Management and Planning	3
ECON 420	The Financial System and Economy	3
FINC 321	Business Finance	3
FINC 421	Risk Management and Insurance	3
MGMT 202	Small Business Management	3
MGMT 383	Labor-Management Relations	3
MGMT 384	Human Resource Management	3
MGMT 484	Organizational Behavior	3
MGMT 487	Operations Management	3
STAT 361	Introduction to Statistical Analysis	3

Electives approved by the faculty advisor **16 hours**

Students are encouraged to take MATH 120 and MATH 202 to better prepare for graduate school entrance.

Total minimum hours required for degree **128 hours**

GATEWAY ASSESSMENT - BUSINESS 193
CAPSTONE ASSESSMENT - BUSINESS 493

**MANAGEMENT
SUGGESTED PLAN OF STUDY**

FIRST YEAR

ART 200, CART 200 (OR)	ART 200, CART 200 (OR)
MUSC 200.....2	MUSC 200.....2
BUSN 100.....3	CART 101.....3
BUSN 230.....3	CSCI 101.....3
ENGL 101.....3	ENGL 102.....3
GSC 100.....1	HIST 201, 202, 207, 208 (OR)
MGMT 201.....3	POSC 203.....3
PED 101.....1	MATH 102.....3
Total Hours - Fall Semester.....16	Total Hours - Spring Semester.....17

SECOND YEAR

ACCT 231.....3	ACCT 232.....3
BIOL 101, 102, CHEM 100, 101, ENVR 101, PHYS 201, 209 (OR) SCNC 101.....4	BUSN 193.....3
BUSN 270.....3	BUSN 470.....3
CSCI 260.....3	MGMT 383.....3
MRKT 201.....3	ELECTIVE.....3
PED 201.....1	Total Hours - Spring Semester.....15
Total Hours - Fall Semester.....17	

THIRD YEAR

ACCT 337.....3	BIOL 101, 102, CHEM 100, 101, ENVR 101, PHYS 201, 209 (OR) SCNC 101.....4
ECON 201.....3	ECON 202.....3
ENGL 203, 204, 205 (OR) 206.....3	FINC 321.....3
MGMT 202.....3	HIST 201, 202, 207, 208 (OR)
MGMT 384.....3	POSC 203.....3
PED 301.....1	ELECTIVE.....3
Total Hours - Fall Semester.....16	Total Hours - Spring Semester.....16

REQUEST DEGREE EVALUATION

FOURTH YEAR

BUSN 493.....3
FINC 421.....3
MGMT 484.....3
STAT 361.....3
ELECTIVES.....4
Total Hours - Fall Semester.....16

APPLY FOR GRADUATION

BUSN 330.....3
ECON 420.....3
MGMT 487.....3
ELECTIVES.....6
Total Hours - Spring Semester.....15

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BACHELOR OF SCIENCE DEGREE BUSINESS ADMINISTRATION MARKETING

Students completing this degree gain a broad working knowledge and practical skills for future employment or study in the marketing occupations. These occupations include but are not limited to: promotion field (advertising and sales), marketing management, retail merchandise buyers or managers, market researchers, or global positions.

General Education Requirements 43 hours

Students in Business Administration must complete ECON 201 and MATH 102 as part of the General Education requirements.

Business Administration Core 33 hours

ACCT 231	Principles of Accounting I	3
ACCT 232	Principles of Accounting II	3
BUSN 100	Introduction to Business	3
BUSN 193	Applied Business Communications	3
BUSN 230	Quantitative Business Analysis I	3
BUSN 270	Business Law I	3
BUSN 330	Quantitative Business Analysis II	3
CSCI 101	Contemporary Computer Applications	
CSCI 260	Management Information Systems	3
ECON 201	Principles of Microeconomics	
ECON 202	Principles of Macroeconomics	3
MGMT 201	Principles of Management	3
MRKT 201	Principles of Marketing	3

Marketing Major 42 hours

BUSN 493	Strategic Management and Planning	3
ECON 420	The Financial System and Economy	3
FINC 321	Business Finance	3
MGMT 202	Small Business Management	3
MRKT 202	Principles of Retailing	3
MRKT 203	Introduction to Graphic Design	3
MRKT 377	Sales Management and Technology	3
MRKT 379	Advertising and Sales Promotion	3
MRKT 385	Global Marketing	3
MRKT 390	Consumer Behavior	3
MRKT 395	Marketing Management	3
MRKT 478	Marketing Research	3
MRKT 497	Internship II	3
STAT 361	Introduction to Statistical Analysis	3

Electives approved by the faculty advisor 10 hours

Students are encouraged to take MATH 120 and MATH 202 to better prepare for graduate school entrance.

Total minimum hours required for degree 128 hours

GATEWAY ASSESSMENT - BUSINESS 193
CAPSTONE ASSESSMENT - BUSINESS 493

**MARKETING
SUGGESTED PLAN OF STUDY**

FIRST YEAR

BUSN 100	3	ART 200, CART 200 (OR)	
BUSN 230	3	MUSC 200	2
CART 101	3	ECON 201	3
CSCI 101	3	HIST 201, 202, 207, 208 (OR)	
ENGL 101	3	POSC 203.....	3
GSC 100	1	ENGL 102.....	3
Total Hours - Fall Semester	16	MRKT 201 (OR) ELECTIVE	3
		PED 101.....	1
		Total Hours - Spring Semester	15

SECOND YEAR

ACCT 231	3	ACCT 232.....	3
ART 200, CART 200 (OR)		BIOL 101, 102, CHEM 100, 101,	
MUSC 200	2	ENVR 101, PHYS 201, 209	
BUSN 270	3	(OR) SCNC 101	4
ENGL 203, 204, 205 (OR) 206	3	BUSN 193.....	3
MATH 102	3	MGMT 201.....	3
MRKT 201 (OR) ELECTIVE	3	MRKT 202.....	3
Total Hours - Fall Semester	17	PED 201.....	1
		Total Hours - Spring Semester	17

THIRD YEAR

BIOL 101, 102, CHEM 100, 101,		REQUEST DEGREE EVALUATION	
ENVR 101, PHYS 201, 209		FINC 321	3
(OR) SCNC 101	4	MRKT 203 (OR) ELECTIVE	3
ECON 202	3	MRKT 385.....	3
MRKT 203 (OR) ELECTIVE	3	MRKT 390 (OR) MRKT 395	3
MRKT 377	3	STAT 361	3
MRKT 379	3	Total Hours - Spring Semester	15
PED 301	1		
Total Hours - Fall Semester	17		

FOURTH YEAR

BUSN 330	3	APPLY FOR GRADUATION	
BUSN 493	3	ECON 420	3
CSCI 260	3	HIST 201, 202, 207, 208 (OR)	
MGMT 202.....	3	POSC 203.....	3
MRKT 390/MRKT 395 (OR) ELECTIVE..	3	MRKT 390/MRKT 395 (OR) ELECTIVE..	3
ELECTIVE.....	1	MRKT 478.....	3
Total Hours - Fall Semester	16	MRKT 497.....	3
		Total Hours - Spring Semester	15

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BACHELOR OF SCIENCE DEGREE BUSINESS ADMINISTRATION RESORT AREA MANAGEMENT

General Education Requirements 43 hours

Students in Business Administration must complete ECON 201 and MATH 102 as part of the General Education requirements.

Business Administration Core 33 hours

ACCT 231	Principles of Accounting I	3
ACCT 232	Principles of Accounting II	3
BUSN 100	Introduction to Business	3
BUSN 193	Applied Business Communications	3
BUSN 230	Quantitative Business Analysis I	3
BUSN 270	Business Law I	3
BUSN 330	Quantitative Business Analysis II	3
CSCI 101	Contemporary Computer Applications	
CSCI 260	Management Information Systems	3
ECON 201	Principles of Microeconomics	
ECON 202	Principles of Macroeconomics	3
MGMT 201	Principles of Management	3
MRKT 201	Principles of Marketing	3

Resort Area Management 40 hours

BUSN 470	Business Law II	3
BUSN 493	Strategic Management and Planning	3
BUSN 497*	Internship II	6
FINC 321	Business Finance	3
FINC 421	Risk Management and Insurance	3
MGMT 202	Small Business Management	3
MGMT 384	Human Resource Management	3
MGMT 484	Organizational Behavior	3
PED 130	Recreational Sports	1
SMGT 130	Introduction to Sport Management	3
SMGT 313	Resort Area Management	3
SMGT 330	Event and Sport Facilities Management	3
STAT 361	Introduction to Statistical Analysis	3

Upper Division Electives approved by faculty advisor 12 hours

*BUSN 497 Internship II must be taken the final semester in the program.

Students are encouraged to take MATH 120 and Math 202 to better prepare for graduate school admission.

Total minimum hours required for degree 128 hours

**GATEWAY ASSESSMENT - BUSN 193
CAPSTONE ASSESSMENT - BUSN 493**

**RESORT AREA MANAGEMENT
SUGGESTED PLAN OF STUDY**

FIRST YEAR

BUSN 100	3	ART 200, CART 200 (OR)	
BUSN 230	3	MUSC 200	2
CSCI 101	3	ENGL 102.....	3
ENGL 101	3	HIST 201, 202, 207, 208 (OR)	
GSC 100	1	POSC 203.....	3
SMGT 130.....	3	MGMT 201.....	3
Total Hours - Fall Semester.....	16	MRKT 201.....	3
		PED 101.....	1
		Total Hours - Spring Semester	15

SECOND YEAR

ACCT 231	3	ACCT 232.....	3
ART 200, CART 200 (OR)		BIOL 101, 102, CHEM 100, 101,	
MUSC 200	2	ENVR 101, PHYS 201, 209	
BUSN 270	3	(OR) SCNC 101	4
CART 101	3	BUSN 193.....	3
ENGL 203, 204, 205 (OR) 206	3	BUSN 470.....	3
PED 130 (OR)		PED 201.....	1
UPPER DIVISION ELECTIVE	1-3	SMGT 313 (OR) SMGT 330.....	3
Total Hours - Fall Semester.....	15-17	Total Hours - Spring Semester	17

THIRD YEAR

BIOL 101, 102, CHEM 100, 101,		ECON 202	3
ENVR 101, PHYS 201, 209		FINC 321	3
(OR) SCNC 101	4	PED 130 (OR)	
ECON 201	3	UPPER DIVISION ELECTIVE	1-3
MATH 102	3	PED 301.....	1
MGMT 202.....	3	SMGT 313 (OR) SMGT 330.....	3
MGMT 384.....	3	STAT 361	3
Total Hours - Fall Semester.....	16	Total Hours - Spring Semester	14-16

REQUEST DEGREE EVALUATION

FOURTH YEAR

BUSN 330	3	APPLY FOR GRADUATION	
BUSN 493	3	BUSN 497.....	6
CSCI 260	3	HIST 201, 202, 207, 208 (OR)	
FINC 421	3	POSC 203.....	3
MGMT 484.....	3	UPPER DIVISION ELECTIVES.....	6
UPPER DIVISION ELECTIVES.....	3	Total Hours - Spring Semester	15
Total Hours - Fall Semester.....	18		

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SPORT MANAGEMENT****General Education Requirements 43 hours**

Students in Business Administration must complete ECON 201 and MATH 102 as part of the General Education requirements.

Business Administration Core 33 hours

ACCT 231	Principles of Accounting I	3
ACCT 232	Principles of Accounting II	3
BUSN 100	Introduction to Business	3
BUSN 193	Applied Business Communications	3
BUSN 230	Quantitative Business Analysis I	3
BUSN 270	Business Law I	3
BUSN 330	Quantitative Business Analysis II	3
CSCI 101	Contemporary Computer Applications	
CSCI 260	Management Information Systems	3
ECON 201	Principles of Microeconomics	
ECON 202	Principles of Macroeconomics	3
MGMT 201	Principles of Management	3
MRKT 201	Principles of Marketing	3

Sport Management 39-42 hours

BUSN 493	Strategic Management and Planning	3
FINC 321	Business Finance	3
MGMT 383	Labor-Management Relations	3
PED 121	Foundation of Physical Education & Sport	2
PED 130	Recreational Sports	1
PED 230	Intramural Development	2
PED 231	Camp Counseling	2
PED 232	Philosophy & Techniques of Sport Coaching	2
SMGT 130	Introduction to Sport Management	3
SMGT 313	Resort Area Management	3
SMGT 330	Event & Sport Facilities Management	3
SMGT 335	Sport Marketing	3
SMGT 430	Legal Aspects of Sport	3
SMGT 497	Internship II	3-6
STAT 361	Introduction to Statistical Analysis	3

Upper Division Electives approved by faculty advisor 10-13 hours**Total minimum hours required for degree 128 hours**

**GATEWAY ASSESSMENT - BUSN 193
CAPSTONE ASSESSMENT - BUSN 493**

**SPORT MANAGEMENT
SUGGESTED PLAN OF STUDY**

FIRST YEAR

BUSN 100.....3	ART 200, CART 200 (OR)
BUSN 230.....3	MUSC 200.....2
CSCI 101.....3	ENGL 1023
ENGL 101.....3	MGMT 2013
GSC 100.....1	MRKT 2013
SMGT 1303	PED 1011
Total Hours - Fall Semester16	SMGT 313 (OR) SMGT 330.....3
	Total Hours - Spring Semester 15

SECOND YEAR

ACCT 231.....3	ACCT 2323
ART 200, CART 200 (OR)	BUSN 1933
MUSC 2002	MGMT 383 (OR)
BUSN 270.....3	UPPER DIVISION ELECTIVE.....3
CART 101.....3	PED 2011
MATH 102.....3	SMGT 313 (OR) SMGT 330.....3
PED 1212	SMGT 335 (OR) SMGT 430.....3
Total Hours - Fall Semester16	Total Hours - Spring Semester 16

SUMMER

PED 2312

THIRD YEAR

BIOL 101 102, CHEM 100, 101, ENVR 101, PHYS 201, 209 (OR) SCNC 1014	ECON 202.....3
ECON 201.....3	FINC 321.....3
ENGL 203, 204, 205 (OR) 206.....3	HIST 201, 202, 207, 208 OR
PED 130 (OR)	POSC 2033
UPPER DIVISION ELECTIVE.....1	PED 130 (OR)
PED 230 OR PED 2322	UPPER DIVISION ELECTIVE.....1
STAT 361.....3	PED 230 (OR) PED 232.....2
Total Hours - Fall Semester16	PED 3011
	SMGT 335 (OR) SMGT 430.....3
	Total Hours - Spring Semester 16

REQUEST DEGREE EVALUATION

FOURTH YEAR

BIOL 101, 102, CHEM 100, 101, ENVR 101, PHYS 201, 209 (OR) SCNC 1014	Total Hours - Fall Semester 16
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APPLY FOR GRADUATION

BUSN 330.....3	MGMT 383 (OR)
BUSN 493.....3	UPPER DIVISION ELECTIVE.....3
CSCI 260.....3	SMGT 497.....3-6
HIST 201, 202, 207, 208 (OR)	UPPER DIVISION ELECTIVE.....6
POSC 203.....3	Total Hours - Spring Semester 12-15

126 Department of Business

BACHELOR OF ARTS IN EDUCATION BUSINESS AND MARKETING EDUCATION (5-ADULT)

Candidates in this major are preparing to be licensed as a teacher. Candidates may wish to combine these specializations with another (5-9), (9-Adult), (5-Adult) or (K-Adult) specialization.

Admission Requirement: Candidates must present proof of keyboarding skills to be admitted to this program

Students admitted to this program must be informed that one or more of the content specialization courses may not be available on the Glenville State College campus every year.

General Education Requirements **43 hours**
Candidates must complete ECON 201 and MATH 102 as part of the General Education requirements.

Content Specialization Courses **54 hours**

Business Education **27 hours**

ACCT 231	Principles of Accounting I	3
ACCT 232	Principles of Accounting II	3
BUSN 193	Applied Business Communications	3
BUSN 270	Business Law I	3
BUSN 305	Professional Office Procedures	3
CSCI 260	Management Information Systems	3
ECON 201	Principles of Microeconomics	
MATH 102	College Algebra	
MGMT 202	Small Business Management	3
STAT 361	Introduction to Statistical Analysis	3

Choose one of the following: 3

ECON 420	The Financial System and Economy	
FINC 321	Business Finance	
FINC 421	Risk Management and Insurance	

Marketing Education **27 hours**

BUSN 100	Introduction to Business	3
BUSN 230	Quantitative Business Analysis I	3
BUSN 470	Business Law II	3
ECON 202	Principles of Macroeconomics	3
MGMT 384	Human Resource Management	3
MRKT 201	Principles of Marketing	3

MRKT 203	Introduction to Graphic Design	3	
MRKT 377	Sales Management and Technology	3	
MRKT 379	Advertising and Sales Promotion	3	
Professional Education			23 hours
CSCI 267	Computer Skills for Education	2	
EDUC 203	Foundations of Education	2	
EDUC 205	Educational Psychology*	3	
EDUC 310	Classroom Management and Teaching Strategies	2	
EDUC 341	Teaching Business and Marketing in Middle and Adolescent Education (5-Adult)	3	
EDUC 412	Curriculum and Assessment: Content (5-Adult)	2	
READ 317	Teaching Reading in Middle & Adolescent Education	3	
SPED 220	Educating the Student with Exceptional and Cultural Diversities	3	
SPED 334	Strategies for Educating the Student with Learning Disabilities and Behavior Disorders	3	
Student Internship			12 hours
EDUC 493	Capstone Assessment	1	
EDUC 454 & EDUC 455	Student Internship	11	
Total minimum hours required for degree			132 hours

Education 203 and Education 205 are the only Professional Education courses that can be attempted without being admitted to the Teacher Education Program.

*Before enrolling in Education 205, a student must attempt PRAXIS I or be exempt from this requirement due to ACT or SAT score.

GATEWAY ASSESSMENT - ADMISSION TO TEACHER EDUCATION

CAPSTONE ASSESSMENT - EDUCATION 493

**BUSINESS AND MARKETING EDUCATION (5-ADULT)
SUGGESTED PLAN OF STUDY**

FIRST YEAR

BUSN 100	3
CSCI 101	3
EDUC 203	2
ENGL 101	3
GSC 100	1
MRKT 201	3
PED 101	1
Total Hours - Fall Semester	16

ART 200, CART 200 (OR)	
MUSC 200.....	2
BIOL 101, 102, CHEM 100, 101, ENVR 101, PHYS 201, 209 (OR) SCNC 101	4
BUSN 230	3
CART 101	3
EDUC 205	3
HIST 201, 202, 207, 208 (OR) POSC 203	3
Total Hours - Spring Semester	18

**CANDIDATES NOT REQUIRED TO TAKE
DEVELOPMENTAL COURSEWORK
SHOULD ATTEMPT PRAXIS I DURING
THE FALL SEMESTER OF FRESHMAN
YEAR**

SECOND YEAR

ACCT 231	3
ART 200, CART 200 (OR) MUSC 200	2
BUSN 305	3
CSCI 267	2
ECON 201	3
ENGL 102	3
PED 201	1
Total Hours - Fall Semester	17

**APPLY FOR ADMISSION TO
TEACHER EDUCATION**

ACCT 232	3
BUSN 193	3
CSCI 260	3
ECON 202	3
MATH 102	3
STAT 361	3
Total Hours - Spring Semester	18

THIRD YEAR

BUSN 270	3
EDUC 310	2
MGMT 384.....	3
MRKT 377	3
MRKT 379	3
SPED 220	3
Total Hours - Fall Semester	17

BUSN 470	3
EDUC 412	2
ENGL 203, 204, 205 (OR) 206	3
MGMT 202.....	3
MRKT 203 (OR) READ 317.....	3
PED 301.....	1
SPED 334	3
Total Hours - Spring Semester	18

REQUEST DEGREE EVALUATION

FOURTH YEAR

BIOL 101, 102, CHEM 100, 101, ENVR 101, PHYS 201, 209 (OR) SCNC 101	4
ECON 420, FINC 321 (OR) FINC 421.....	3
EDUC 341	3
HIST 201, 202, 207, 208 (OR) POSC 203.....	3
MRKT 203 (OR) READ 317.....	3
Total Hours - Fall Semester	16

**PASS PRAXIS II EXAM
APPLY FOR STUDENT INTERNSHIP*
APPLY FOR GRADUATION**

EDUC 493	1
Student Internship.....	11
Total Hours - Spring Semester	12

***Interns may not enroll in any other courses while
in student internship except EDUC 299 when
necessary and as approved by the Dean.**

ASSOCIATE OF SCIENCE BUSINESS

The graduates of this program are prepared to seek employment in a variety of entry-level business positions such as accounting clerk, bookkeeper, office manager, supervisor, and assistant manager.

General Education Requirements 18 hours

ECON 201	Principles of Microeconomics	3
ENGL 101	Critical Reading and Writing I	3
ENGL 102	Critical Reading and Writing II	3
GSC 100	The First-Year Experience	1
MATH 102	College Algebra	3
PED 101	Personal Health (OR)	
PED 201	First Aid and Safety	1

Any one of the following courses: 4

BIOL 101	General Biology I
BIOL 102	Introduction to Cellular Biology
CHEM 100	Introductory Chemistry I
CHEM 101	General Chemistry I
ENVR 101	Environmental Science
PHYS 201	General Physics I
PHYS 209	General Geology
SCNC 101	Earth Science

Area of Specialization 46 hours

ACCT 231	Principles of Accounting I	3
ACCT 232	Principles of Accounting II	3
BUSN 100	Introduction to Business	3
BUSN 118	Office Software	3
BUSN 193	Applied Business Communications	3
BUSN 230	Quantitative Business Analysis I	3
BUSN 270	Business Law I	3
BUSN 293	Internship I	1
BUSN 296	Dimensions in Professional Development	3
CART 101	Introduction to Public Speaking	3
CSCI 101	Contemporary Computer Applications	3
CSCI 260	Management Information Systems	3
MGMT 201	Principles of Management	3
MGMT 202	Small Business Management	3
MRKT 201	Principles of Marketing	3
MRKT 202	Principles of Retailing	3

Total minimum hours required for degree 64 hours

**GATEWAY ASSESSMENT - BUSINESS 193
CAPSTONE ASSESSMENT - BUSINESS 293**

**AS - BUSINESS
SUGGESTED PLAN OF STUDY**

FIRST YEAR

BUSN 100.....	3	BUSN 193.....	3
CART 101.....	3	BUSN 230.....	3
CSCI 101.....	3	CSCI 260	3
ECON 201.....	3	MGMT 201	3
ENGL 101.....	3	MRKT 201	3
GSC 100.....	1	PED 101 (OR) PED 201	1
Total Hours - Fall Semester	16	Total Hours - Spring Semester	16

SECOND YEAR

ACCT 231.....	3	BIOL 101, 102, CHEM 100, 101, ENVR 101, PHYS 201, 209 (OR) SCNC 101	4
BUSN 118.....	3	ACCT 232.....	3
BUSN 270.....	3	BUSN 293.....	1
ENGL 102.....	3	BUSN 296.....	3
MATH 102.....	3	MGMT 202	3
Total Hours - Fall Semester	15	MRKT 202	3
REQUEST DEGREE EVALUATION		Total Hours - Spring Semester	17
APPLY FOR GRADUATION			