BUSINESS ADMINISTRATION (BAS)

Degree: Bachelor of Applied Science
Major: Business Administration
Program Code: 3170

The Bachelor of Applied Science in Business Administration combines the technical skills and business proficiency necessary for success in today's business world. A unique program, the BAS allows students who have already earned an associate of applied science degree to build upon their technical specialties with Essential Learning courses and junior and senior level business courses. This allows associate degree holders to gain a 4-year degree in approximately four additional full-time semesters, depending upon prior coursework.

Business courses to be taken include courses in marketing, promotion, management, accounting, finance, small business management and entrepreneurship. Upon completion of the program, students will be technically and academically prepared for leadership positions in their chosen industries.

Prospective students not holding an associate of applied science degree can begin their college career at CMU in a chosen field of study with a 2-year degree and then progress to a 4-year degree using the BAS. This degree will provide students upward mobility in their area of employment as they move into supervision/management positions.

Formal admission to a BAS program requires completion of the appropriate AAS degree from an accredited institution. Any exceptions to this must be approved in advance by the department BAS advisor and the academic department head. All students must meet with the BAS advisor to plan and schedule all classes.

For more information on what you can do with this major, visit Career Services' What to Do with a Major? resource.

All CMU baccalaureate graduates are expected to demonstrate proficiency in specialized knowledge/applied learning, quantitative fluency, communication fluency, critical thinking, personal and social responsibility, and information literacy. In addition to these campus-wide student learning outcomes, students in this major complete a plan of study that fulfills our department mission and requires demonstrated comprehension of program specific learning outcomes. These are as follows:

Mission: As a student-focused teaching and research department, Colorado Mesa University's Business Department prepares students to be sound decision makers and serves businesses in the Rocky Mountain region, the nation, and the world. We strive to develop prepared students who demonstrate strong ethical principles, superior critical thinking, effective communication, and robust business acumen.

Student Learning Outcomes:

1. Apply business knowledge and skills in appropriate business contexts (Critical Thinking) (SLO #1: Critical Thinking/Problem Solving Skills)
2. Transfer knowledge and skills to new business situations. (Critical Thinking) (SLO #1: Critical Thinking/Problem Solving Skills)
3. Analyze business data critically, reason logically, and apply quantitative analysis methods correctly to develop appropriate business conclusions. (Quantitative Fluency) (SLO #1: Critical Thinking/Problem Solving Skills)
4. Analyze business data critically, reason logically, and apply qualitative analysis methods correctly to develop appropriate business conclusions. (Critical Thinking) (SLO #1: Critical Thinking/Problem Solving Skills)
5. Communicate clearly, appropriately, and persuasively to the audience in writing. (Communication Fluency) (SLO #2: Effective Communication Skills)
6. Communicate clearly, appropriately, and persuasively to the audience orally (Communication Fluency) (SLO #2: Effective Communication Skills)
7. Demonstrate an understanding of the role of teams in organizations (Specialized Knowledge/Applied Learning) (SLO #3: Teamwork)
8. Demonstrate behaviors consistent with effective teamwork (Specialized Knowledge/Applied Learning) (SLO #3: Teamwork)
9. Analyze an issue within an ethical framework (Specialized Knowledge/Applied Learning) (SLO #4: Ethical Awareness)
10. Recommend a solution based on an ethical framework (Specialized Knowledge/Applied Learning) (SLO #4: Ethical Awareness)

Requirements

Each section below contains details about the requirements for this program. Select a header to expand the information/requirements for that particular section of the program's requirements.

To print or save an overview of this program's information, including the program description, learning outcomes, requirements, suggested course sequencing (if applicable), and advising and graduation information, scroll to the bottom of the left-hand navigation menu and select "Print Options." This will give you the options to either "Send Page to Printer" or "Download PDF of This Page." The "Download PDF of This Page" option prepares a much more concise presentation of all program information. The PDF is also printable and may be preferable due to its brevity.

Institutional Degree Requirements

The following institutional degree requirements apply to all CMU Bachelor of Applied Science (BAS) degrees. Specific programs may have different requirements that must be met in addition to institutional requirements.

- 120 semester hours minimum.
- Completion of an appropriate Associate of Applied Science (AAS) degree from an accredited institution is required for the BAS; exceptions must be approved by the BAS advisor and department head.
- Students must complete a minimum of 30 of the last 60 hours of credit at CMU, with at least 15 semester hours in major discipline courses numbered 300 or higher.
- 33 upper-division credits.
- 2.00 cumulative GPA or higher in all CMU coursework.
- A course may only be used to fulfill one requirement for each degree/certificate.
- No more than six semester hours of independent study courses can be used toward the degree.
- Non-traditional credit, such as advanced placement, credit by examination, and credit for prior learning, is limited by the institutional residency requirements for the baccalaureate degree. Cooperative education and internship courses may be taken multiple times, up to a maximum of 15 credit hours.

- Pre-collegiate courses (usually numbered below 100) cannot be used for graduation.
- Capstone exit assessment/projects (e.g., Major Field Achievement Test) requirements are identified under Program-Specific Degree Requirements. The Catalog Year determines which program sheet and degree requirements a student must fulfill in order to graduate. Visit with your advisor or academic department to determine which catalog year and program requirements you should follow.
- See "Requirements for Undergraduate Degrees and Certificates" in the catalog for a complete list of graduation requirements.

Essential Learning Requirements

(31 semester hours)

See the current catalog for a list of courses that fulfill the requirements below. If a course is an Essential Learning option and a requirement for your major, you must use it to fulfill the major requirement and make a different selection for the Essential Learning requirement.

Code	Title	Semester Credit Hours
English [1]		
ENGL 111	English Composition I-GTCO1	3
ENGL 112	English Composition II-GTCO2	3
Mathematics [1]		
MATH 113	College Algebra-GTMA1 (or higher) [2]	3
History		
Select one History course		3
Humanities		
Select one Humanities course		3
Social and Behavioral Sciences		
Select one Social and Behavioral Sciences course		3
Select one Social and Behavioral Sciences course		3
Fine Arts		
Select one Fine Arts course		3
Natural Sciences		
Select one Natural Sciences course with a lab		4
Select one Natural Sciences course		3
Total Semester Credit Hours		**31**

[1] Must receive a grade of "C" or better and must be complete by the time the student has 60 semester hours.

[2] This is a 4 credit course. 3 credits apply to the Essential Learning requirements and 1 credit applies to general elective credit.

Other Lower Division Requirements

Code	Title	Semester Credit Hours
Wellness Requirement		
KINE 100	Health and Wellness	1
Select one Activity course		1
Essential Learning Capstone [1]		
ESSL 290	Maverick Milestone	3
ESSL 200	Essential Speech	1
Total Semester Credit Hours		**6**

[1] Essential Learning Capstone must be taken after completion of the Essential Learning English and Mathematics requirements, and when a student has earned between 45 and 75 hours.

Program Specific Degree Requirements

(69 semester hours, must maintain a 2.00 cumulative GPA or higher in coursework in this area.)

Code	Title	Semester Credit Hours
Required Business Courses		
ACCT 201	Principles of Financial Accounting	3
CISB 241	Introduction to Business Analysis	3
or STAT 241	Introduction to Business Analysis	
ENTR 300	Small Business and Entrepreneurship	3
or ENTR 450	Entrepreneurship	
FINA 301	Managerial Finance	3
HRMA 371	Human Resource Management	3
HRMA 373	Human Resource Management, Leadership, Ethics, and Social Responsibility	3
MANG 201	Principles of Management	3
MANG 301	Organizational Behavior	3
MANG 471	Operations Management	3
MARK 231	Principles of Marketing	3
CISB 341	Quantitative Decision Making	3
Bachelor of Applied Science Core Courses		
Select 36 semester hours taken as part of a state approved Associate of Applied Science degree		36
Total Semester Credit Hours		**69**

General Electives

All college level courses appearing on final transcript, not listed above to bring total semester hours to 120 and total upper-division hours to 33. 14 semester hours, 12 semester hours must be upper division.

Code	Title	Semester Credit Hours
MATH 113	College Algebra-GTMA1	1
Select additional electives		13
Total Semester Credit Hours		**14**

Advising and Graduation

Advising Process and DegreeWorks

Documentation on the pages related to this program is intended for informational purposes to help determine what courses and associated requirements are needed to earn a degree. Some courses are critical to complete in specific semesters while others may be moved around. Meeting with an academic advisor is essential in planning courses and developing a suggested course sequencing. It is ultimately the student's

responsibility to understand and fulfill the requirements for her/his intended degree(s).

DegreeWorks is an online degree audit tool available in MAVzone. It is the official record used by the Registrar's Office to evaluate progress towards a degree and determine eligibility for graduation. Students are responsible for reviewing their DegreeWorks audits on a regular basis and should discuss questions or concerns with their advisors or academic department heads. Discrepancies in requirements should be reported to the Registrar's Office.

Graduation Process

Students must complete the following in the first two months of the semester prior to completing their degree requirements:

- Review their DegreeWorks audit and create a plan that outlines how unmet requirements will be met in the final semester.
- Meet with their advisor and modify their plan as needed. The advisor must approve the final plan.
- Submit the "Intent to Graduate" form to the Registrar's Office to officially declare the intended graduation date and commencement ceremony plans.
- Register for all needed courses and complete all requirements for each degree sought.

Submission deadlines and commencement details can be found on the Graduation web page.

If a student's petition for graduation is denied, it will be their responsibility to apply for graduation in a subsequent semester. A student's "Intent to Graduate" does not automatically move to a later graduation date.