BS in Business Administration (Management of Human Resources & Organizational Behavior)

Units required for Major: 63
Total units required for BS: 120

Program Description
This concentration is a multi-disciplinary, integrated program designed to increase awareness and understanding of the relationship between human behavior and organizational effectiveness. Additionally, the program focuses on the development of a student’s capacity to effectively manage people in diverse, contemporary organizations. Courses are designed to instill generalist principles and theories and to improve analytical and interpersonal skills. Such skills are developed within the context of utilizing human talent to meet the needs and objectives of the organization in a manner compatible with legitimate individual goals.

Note: The use of the words “business administration” throughout this section refers to courses designated as Accountancy (ACCY), Accounting Information Systems (AIS), Decision Sciences (DS), Entrepreneurship (ENTR), Finance (FIN), General Management (GM), Human Resources/Organizational Behavior (HROB), International Business (IBUS), Management (MGMT), Management Information Science (MIS), Marketing (MKTG), and Operations Management (OPM).

Note: Students graduating with a Bachelor of Science in Business Administration (all concentrations) will not be subject to the University’s Foreign Language Graduation Requirement. Students who change major may be subject to the University’s Foreign Language Graduation Requirement.

Note: At least 15 units of upper division business administration courses must be taken in residence at (or under the auspices of) California State University, Sacramento. Of these 15 units, a minimum of nine units must be in upper division courses in the concentration.

Pre-Requisite Requirements
A student may not enroll in any of the Major program or Concentration courses until he/she has completed the Pre-Requisite lower division program with a grade of “C-” or better in each course and an overall GPA of 2.0 (“C”), with the exception of MATH 24 which requires a minimum acceptable grade of “C” or better.

Students enrolled as Expressed Interest in Business may enroll in the following courses after completing the lower division pre-requisite requirements:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>DS 101</td>
<td>Introduction to Business Analytics</td>
<td>3</td>
</tr>
<tr>
<td>MGMT 102</td>
<td>Business Communications</td>
<td>3</td>
</tr>
<tr>
<td>HROB 101</td>
<td>The Management of Contemporary Organizations</td>
<td>3</td>
</tr>
</tbody>
</table>

Computer Literacy
All business majors must meet spreadsheet competency prior to taking upper division courses in the major. This requires completing MIS 10 (or equivalent).

Minimum Grade Requirements
The purpose of this requirement is to assure that all business administration students attain the minimum level of competency in all their coursework required for the business administration degree.

The minimum acceptable grade for any undergraduate course required for the business administration degree is “C-” with the exception of MATH 24 which requires a minimum acceptable grade of “C” or better.

A minimum grade point average of 2.0 (“C”) is required in the Pre-Requisite courses, Major Core courses, and the Concentration courses presented for the degree.

Program Requirements

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCY 1</td>
<td>Accounting Fundamentals</td>
<td></td>
</tr>
<tr>
<td>ACCY 2</td>
<td>Managerial Accounting</td>
<td></td>
</tr>
<tr>
<td>ECON 1A</td>
<td>Introduction to Macroeconomic Analysis</td>
<td>3</td>
</tr>
<tr>
<td>ECON 1B</td>
<td>Introduction to Microeconomic Analysis</td>
<td>3</td>
</tr>
<tr>
<td>MATH 24</td>
<td>Modern Business Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>MGMT 10</td>
<td>Introduction to Business Law</td>
<td>3</td>
</tr>
<tr>
<td>STAT 1</td>
<td>Introduction to Statistics</td>
<td>3</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>21</td>
</tr>
</tbody>
</table>

1 Course also satisfies General Education (GE)/Graduation Requirement.

When enrolled in the last of the pre-requisite courses, students must file the supplemental business application to officially apply to Business Administration as their major. Visit www.csus.edu/cba/ubac/impaction.html for more information.

Students who do not complete the required prerequisites as presented in the following Business Major program are subject to being administratively dropped from courses in which they are inappropriately enrolled.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>DS 101</td>
<td>Introduction to Business Analytics</td>
<td>3</td>
</tr>
<tr>
<td>FIN 101</td>
<td>Business Finance</td>
<td>3</td>
</tr>
<tr>
<td>GM 105</td>
<td>Strategic Management</td>
<td>3</td>
</tr>
<tr>
<td>HROB 101</td>
<td>The Management of Contemporary Organizations</td>
<td>3</td>
</tr>
<tr>
<td>MGMT 102</td>
<td>Business Communications</td>
<td>3</td>
</tr>
<tr>
<td>MIS 101</td>
<td>Computer Information Systems for Management</td>
<td>3</td>
</tr>
<tr>
<td>MKTG 101</td>
<td>Principles Of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>OPM 101</td>
<td>Operations Management</td>
<td>3</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>24</td>
</tr>
</tbody>
</table>
### Management of Human Resources and Organizational Behavior (HROB) Concentration (18 units)

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HROB 151</td>
<td>Management of Human Resources</td>
<td>3</td>
</tr>
<tr>
<td>HROB 152</td>
<td>Management Skills Seminar</td>
<td>3</td>
</tr>
<tr>
<td>HROB 153</td>
<td>Employment Law</td>
<td>3</td>
</tr>
<tr>
<td>HROB 154</td>
<td>Strategic Human Resources Management</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Electives (6 Units)

Select two of the following:

- HROB 155 Conflict Management and Negotiation (3 units)
- HROB 156 Current Trends and Emerging Issues (3 units)
- HROB 157 Labor Relations (3 units)
- HROB 158 Special Topics in Human Resource Management (3 units)
- HROB 159 Special Topics in Organizational Behavior (3 units)
- MGMT 117 Business, Ethics and Society \(^2\) (3 units)

**Total Units** 18

\(^2\) Course also satisfies General Education (GE)/Graduation Requirement.

### General Education Requirements \(^1\)

#### Area A: Basic Subjects (9 Units)

- A1 - Oral Communication (3 units)
- A2 - Written Communication (3 units)
- A3 - Critical Thinking (3 units)

#### Area B: Physical Universe and Its Life Forms (10 Units)

- B1 - Physical Science (3 units)
- B2 - Life Forms (3 units)
- B3 - Lab (Note: Lab experience to be taken with one of the following: B1, B2 or B5) (1 unit)
- B4 - Math Concepts \(^2\) (3 units)
- B5 - Additional Course (Any B to reach 12 units) - Take upper-division course to complete Area & upper division requirements.

#### Area C: Arts and Humanities (12 Units)

- C1 - Arts (3 units)
- C2 - Humanities (3 units)
- C1/C2 - Area C Course (3 units)
- C1/C2 - Area C Course - Take upper-division course to complete Area & upper division requirements.

#### Area D: The Individual and Society (3-6 Units)

- Area D Course (3 units)
- Area D Course \(^2\) (0 units)

Area D Course - Take upper-division course to complete Area & upper division requirements. \(^3\)

### Area E: Understanding Personal Development (3 Units)

- Area E Course (3 units)

### Area F: Ethnic Studies (3 Units)

- Area F Course (3 units)

**Total Units** 40-43

\(^1\) To help you complete your degree in a timely manner and not take more units than absolutely necessary, there are ways to use single courses to meet more than one requirement (overlap). For further information, please visit the General Education page (http://catalog.csus.edu/assets/academic-affairs/general-education/).

**Note:** There is no way to list all possible overlaps so please consult with a professional advisor. The Academic Advising Center can be visited online (http://www.csus.edu/advising/), by phone (916) 278-1000, or email (advising@csus.edu).

\(^2\) Required in Major; also satisfies GE.

\(^3\) Department offers students a "select from the following" option:

- If student chooses to take MGMT 117, they will meet upper division Area D.

### Graduation Requirements \(^1\)

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECON 150</td>
<td>Labor Economics</td>
<td>3</td>
</tr>
<tr>
<td>MKTG 160</td>
<td>Principles of Quality Management</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 169</td>
<td>Industrial Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Graduation Requirements (required by CSU) (6-9 Units)

- American Institutions: U.S. History (3 units)
- American Institutions: U.S. Constitution & CA Government (3 units)
- Writing Intensive \((\text{WI}) \)^2 (3 units)

#### Graduation Requirements (required by Sacramento State) (6 Units)

- English Composition II (3 units)
- Race and Ethnicity in American Society (RE) (3 units)
- Foreign Language Proficiency Requirement \(^3\) (0 units)

\(^1\) To help you complete your degree in a timely manner and not take more units than absolutely necessary, there are ways to use single courses to meet more than one requirement (overlap). For further information, please visit the General Education page (http://catalog.csus.edu/assets/academic-affairs/general-education/).

**Note:** There is no way to list all possible overlaps so please consult with a professional advisor. The Academic Advising Center can be visited online (http://www.csus.edu/advising/), by phone (916) 278-1000, or email (advising@csus.edu).

\(^2\) Department offers students a "select from the following" option:

- If student chooses to take MGMT 117, they will meet the Writing Intensive \((\text{WI}) \) graduation requirement.

\(^3\) If not satisfied before entering Sacramento State, it may be satisfied in General Education Area C2 (Humanities). "C- or better required." The alternative methods for satisfying the Foreign Language Proficiency Requirement are described here: https://www.csus.edu/college/arts-and-humanities/foreign-language-proficiency-requirement.html

**Note:** Students with a declared major of BS in Business Administration (all concentrations) are exempt from the Foreign Language Graduation Requirement.