

# 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:

Code	Title	Units
DS 101	Introduction to Business Analytics	3
MGMT 102	Business Communications	3
HROB 101	The Management of Contemporary Organizations	3

## 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

Code	Title	Units
<b>Required Lower Division (Pre-Requisites) Courses (21 Units)</b>		
ACCY 1	Accounting Fundamentals	3
ACCY 2	Managerial Accounting	3
ECON 1A	Introduction to Macroeconomic Analysis <sup>1</sup>	3
ECON 1B	Introduction to Microeconomic Analysis <sup>1</sup>	3
MATH 24	Modern Business Mathematics <sup>1</sup>	3
MGMT 10	Introduction to Business Law	3
STAT 1	Introduction to Statistics <sup>1</sup>	3
<b>Total Units</b>		<b>21</b>

<sup>1</sup> 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.](http://www.csus.edu/cba/ubac/impaction.html)

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.

Code	Title	Units
<b>Required Upper Division (Major) Core Courses (24 Units)</b>		
DS 101	Introduction to Business Analytics	3
FIN 101	Business Finance	3
GM 105	Strategic Management	3
HROB 101	The Management of Contemporary Organizations	3
MGMT 102	Business Communications	3
MIS 101	Computer Information Systems for Management	3
MKTG 101	Principles Of Marketing	3
OPM 101	Operations Management	3
<b>Total Units</b>		<b>24</b>

## Management of Human Resources and Organizational Behavior (HROB) Concentration (18 units)

Code	Title	Units
<b>Required Courses (12 Units)</b>		
HROB 151	Management of Human Resources	3
HROB 152	Management Skills Seminar	3
HROB 153	Employment Law	3
HROB 154	Strategic Human Resources Management	3
<b>Electives (6 Units)</b>		
Select two of the following:		6
HROB 155	Conflict Management and Negotiation	
HROB 156	Current Trends and Emerging Issues	
HROB 157	Labor Relations	
HROB 158	Special Topics in Human Resource Management	
HROB 159	Special Topics in Organizational Behavior	
MGMT 117	Business, Ethics and Society <sup>2</sup>	
<b>Total Units</b>		<b>18</b>

<sup>2</sup> Course also satisfies General Education (GE)/Graduation Requirement.

**Note:** With faculty advisor approval, students may also elect to take one of the following:

Code	Title	Units
ECON 150	Labor Economics	3
FIN 140	Employee Benefits	3
MKTG 160	Principles of Quality Management	3
PSYC 169	Industrial Psychology	3

## General Education Requirements <sup>1</sup>

Code	Title	Units
<b>Area A: Basic Subjects (9 Units)</b>		
A1	Oral Communication	3
A2	Written Communication	3
A3	Critical Thinking	3
<b>Area B: Physical Universe and Its Life Forms (10 Units)</b>		
B1	Physical Science	3
B2	Life Forms	3
B3	Lab (Note: Lab experience to be taken with one of the following: B1, B2 or B5)	1
B4	Math Concepts <sup>2</sup>	0
B5	Additional Course (Any B to reach 12 units) - Take upper-division course to complete Area & upper division requirements.	3
<b>Area C: Arts and Humanities (12 Units)</b>		
C1	Arts	3
C2	Humanities	3
C1/C2	Area C Course	3
C1/C2	Area C Course - Take upper-division course to complete Area & upper division requirements.	3
<b>Area D: The Individual and Society (3-6 Units)</b>		
Area D Course		3
Area D Course <sup>2</sup>		0

Area D Course - Take upper-division course to complete Area & upper division requirements. <sup>3</sup>

<b>Area E: Understanding Personal Development (3 Units)</b>	
Area E Course	3
<b>Area F: Ethnic Studies (3 Units)</b>	
Area F Course	3
<b>Total Units</b>	<b>40-43</b>

- <sup>1</sup> 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/colleges/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/acad/>), by phone (916) 278-1000, or email ([advising@csus.edu](mailto:advising@csus.edu)).
- <sup>2</sup> Required in Major; also satisfies GE.
- <sup>3</sup> 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 <sup>1</sup>

Code	Title	Units
<b>Graduation Requirements (required by CSU) (6-9 Units)</b>		
American Institutions: U.S. History		3
American Institutions: U.S. Constitution & CA Government		3
Writing Intensive (WI) <sup>2</sup>		0-3
<b>Graduation Requirements (required by Sacramento State) (6 Units)</b>		
English Composition II		3
Race and Ethnicity in American Society (RE)		3
Foreign Language Proficiency Requirement <sup>3</sup>		0

- <sup>1</sup> 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/colleges/academic-affairs/general-education/>).  
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- <sup>2</sup> Department offers students a "select from the following" option:  
• If student chooses to take MGMT 117, they will meet the Writing Intensive (WI) graduation requirement.
- <sup>3</sup> 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-letters/world-languages-literatures/foreign-language-requirement.html>  
**Note:** Students with a declared major of BS in Business Administration (all concentrations) are exempt from the Foreign Language Graduation Requirement.