MASTER OF BUSINESS ADMINISTRATION

Philosophy

The fundamental mission of the College of Business Administration is to educate the leaders of tomorrow’s business and non-profit organizations. The objective of our MBA program is to provide our graduates with the skills and knowledge essential for management and leadership in 21st century organizations. We use a variety of pedagogical techniques in the classroom to facilitate learning. Our curriculum integrates traditional business disciplines and recognizes the importance of both theory and practice. The program emphasizes skills and values that are essential to effective leadership, including:

- Ethics
- Communication
- Teamwork
- Global and Environmentally Conscious Viewpoint
- Use of Technology
- Problem Recognition and Solving

The program makes use of information technologies in the delivery of the program and requires that students develop a significant level of proficiency in the application of technology. Information literacy and library research skills are salient in the dynamic world of global business and are emphasized in the program. The curriculum stresses the importance of good communication skills for successful management; thus written and oral presentations are part of every course.

Description of the Program

The Master of Business Administration is designed for the employed student who has several years of work experience as a professional and is either preparing to enter management or has moderate management experience.

The program requires 48 units of course work. Each MBA course (except for BA 650 Strategic Management in the Global Environment) will include a one-unit theme project. The instructor is responsible for selecting the theme for the courses from the following: Ethics, Evolving Technology, Globalization or Environmental themes. New themes may be introduced in the future. For each section of each course there will be only one theme and all students enrolled in a section will engage in activities related to the assigned theme. Throughout the program students will be exposed to multiple themes.

Student Learning Outcomes

Students who graduate with a Master of Business Administration will:

- Create solutions to managerial problems using qualitative and quantitative tools.
- Identify changing business environments and adapt business processes to those environments.
- Demonstrate the ability to be an empowered member of an organization.
- Advocate for socially responsible and ethical managerial decisions.

Program Schedule

The program is designed for working professionals in a cohort format. Groups of 25-40 students take courses in a predetermined sequence. The full Master’s Program can be completed in 24 months. Students attend Fall, Spring, and Summer terms.

Admission Requirements

1. A GMAT score of 500 or above, with a minimum 30th percentile score in the Verbal section, a minimum 30th percentile score in the Quantitative section, and a 4.0 score in the Analytical Writing section.
2. A Grade Point Average (GPA) of “B” (3.0) or better in the last 60 graded semester units, from a WASC-equivalent university. Only regular courses from four-year colleges and/or universities will be used in calculating an applicant’s GPA–no extension courses or community college courses will be included.
3. The Work Experience requirement is at least three years of full-time, professionally relevant work experience.

The primary data for assessment includes the following required items:

- Transcripts from all colleges and universities previously attended.
- The Graduate Management Aptitude Test (GMAT), taken within the last 5 years.
- Resume documenting at least 3 years of professionally relevant work experience.
- Two essays, one discussing the anticipated rewards and challenges of attending the program, and the other outlining your past achievements as an indicator of your potential for a successful management career.
- Three letters of recommendation.

The admissions committee will also evaluate the applicant’s skills in quantitative methods (including basic calculus), communication, and computer applications. Where deficiencies are identified, the applicant may be required to complete equivalent courses or workshops.
**Advancement to candidacy**

In order to be considered for advancement, MBA students must be in good standing with an overall graduate GPA of at least a 3.0, have no more than 8 units (including BA 650) remaining towards the completion of the MBA program.

**Master’s Student Graduate Writing Assessment Requirement**

Students need to fulfill the Master’s Student Graduate Writing Assessment Requirement before advancing to Candidacy. Please refer to page 101 for more information regarding this requirement.

**Graduation Requirements**

Completion of the MBA degree requires: (1) an overall GPA of at least 3.0 (B average) in all coursework within the program, (2) a minimum grade of 2.0 (C) in each course, and (3) advancement to candidacy.

The program requires a total of 48 units.

Required Courses (48 units)

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