

## **BUSINESS ADMINISTRATION MAJOR**

### *Concentrations:*

*Entrepreneurship*

*Finance*

*Management*

*Marketing*

*No Concentration*

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Professor: R. Bhandari, S. Manzoor

Associate Professor: R. Eames

Assistant Professor: Dr. A. Kulkarni, Ms. Kelli Fram, Dr. Dilruba Sharmin

Visiting Instructor: J. Jackson

The Business Administration major is offered through the John E. Simon Department of Business. Course work is designed to study the nature and complexity of organized commercial and non-profit activities, preparing students for service to society, the organization, and self.

The major develops an appreciation for the role of business in society, the moral and ethical dimensions of business, and the impact of diverse cultures on the business operations. Students will also learn to appreciate human interaction in the work environment, and the process of conceiving, planning, designing, and running a business enterprise. The major will develop an ability to analyze complex problems and make reasoned judgments, to understand and work with financial data, and to understand the use of personal computers and computer systems. Finally, students will develop an ability to communicate effectively and work with others.

Business majors are well prepared for entry-level positions in a wide variety of organizations. In addition, graduate programs are available across the country for further study at the masters and doctoral levels. Students with graduate degrees find ready employment in business, education, research, and/or consulting.

Students must have either sophomore standing or be in their third semester as full-time Westminster students to enroll in any business course. All Business Administration majors must complete ACC 215 and 216, ECN 211 and 212, and MAT 114 and achieve junior standing before registering for any 300- or 400- level courses in accounting, business administration, or economics.

Majors must have at least a 2.00 grade point average in all accounting, business administration, and economics courses needed to satisfy major requirements.

It is possible for a Business major to be completed with no concentration, by completing any four accounting, business, or economics courses (2 of them BUS courses) in addition to the required courses. Students may also choose to complete one or more of the four concentration areas: Finance, Marketing, Management, or Entrepreneurial Studies. To complete a concentration area, a student must choose three of his/her/their electives from the list provided for that concentration area, plus one additional accounting, business, or economics course. (For Entrepreneurial Studies, students must take BUS 325 and choose two more of their electives from the list.)

Some courses serve multiple concentrations. However, any given elective may be counted toward at most two concentrations simultaneously.

**Major: BUSINESS ADMINISTRATION**

Student's Last Name

First Name

Middle Initial

Advisor

Date Major Declared

Course #	Title of Course	Hours Required	Semester Completed	Grade
<b>Core Business Courses</b>				
ACC 215	Principles of Financial Accounting	3		
ACC 216	Principles of Managerial Accounting	3		
BUS 220	Fundamentals of Management	3		
BUS 250	Principles of Marketing	3		
BUS 327	Operations Management	3		
<b>OR</b> ECN 351	Price Theory and Managerial Decisions	3		
ECN 211	Principles of Macroeconomics	3		
ECN 212	Principles of Microeconomics	3		
FIN 318	Corporate Financial Management	3		
MAT 114	Elementary Statistics	3		
MAT 122	Business Calculus*	3		
<b>OR</b> MAT 124	Calculus I	5		
BUS 210	Spreadsheet Application in Business	3		
SPE 101	Intro to Speech Communication	3		
<b>OR</b> SPE 203	Interpersonal Communication	3		
<b>OR</b> SPE 220	Public Speaking	3		
BUS 450	Business Strategy	3		
<b>Total Core Business Hours</b>		<b>39-41 hrs</b>		
<b>To complete a Business Administration major with no concentration 4 additional ABEF courses are required with at least (2) of them being BUS courses in addition to the required courses (12 credit hours)</b>				
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<b>TOTAL HOURS FOR MAJOR</b>		<b>51-53 hrs</b>		
<b>To complete a Business Administration major with a concentration, see the required courses on the next page.</b>				

If any substitutions or waivers of requirements are allowed, please list below and initial.

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Please indicate which concentration:

- No Concentration    
  Entrepreneurship    
  Finance    
  Management    
  Marketing

Advisor Signature: \_\_\_\_\_ Department Chair Signature: \_\_\_\_\_

Course #	Title of Course	Hours Required	Semester Completed	Grade
<b>To complete an Entrepreneurship concentration, choose three, plus an at-large ABEF elective</b>				
<b>Required Courses:</b>				
BUS 325	Entrepreneurship	3		
Choose any three from the following or you can choose two from the list and one at-large AB&F departmental elective. The at large elective can be any course in the department (with prefix: ACC, BUS & FIN) except ECN 110 & BUS 131:				
BUS 223	Business Law	3		
BUS 330	Advertising and Brand Promotion	3		
BUS 334	Consumer Behavior	3		
BUS 345	Digital Marketing	3		
BUS 399	Internship	3		
SPE 310	Business and Professional Communication	3		
		<b>TOTAL HOURS FOR MAJOR</b>	<b>51-53 hrs</b>	
<b>To complete a Finance concentration, choose three, plus an at-large ABEF elective</b>				
At least two of the following:				
FIN 328	Managerial Finance	3		
FIN 350	Investments	3		
FIN 351	Portfolio Management	3		
At least one of the following:				
ACC 308	Managerial and Cost Accounting	3		
ACC 312	Intermediate Accounting I	3		
ACC 319	Federal Income Tax I	3		
ACC 419	Federal Income Tax II	3		
ECN 325	Money, Banking, and Financial Markets	3		
ECN 337	Open-Economy Macroeconomics	3		
ECN 331	Intermediate Macroeconomics Theory	3		
ECN 351	Price Theory and Managerial Decisions	3		
		<b>TOTAL HOURS FOR MAJOR</b>	<b>51-53 hrs</b>	
<b>To complete a Management Concentration, choose any three from the following and one at-large AB&amp;F departmental elective. The at large elective can be any course in the department (with prefix: ACC, BUS, ECN or FIN) except ECN 110 &amp; BUS 131:</b>				
BUS 221	Organizational Behavior	3		
BUS 322	Cross-Cultural Management	3		
BUS 326	Human Resource Management	3		
BUS 353	Non-Profit Management	3		
BUS 367	Hotel and Tourism Management	3		
One of the following may be counted:				
BUS 325	Entrepreneurship	3		
BUS 330	Advertising and Brand Promotion	3		
PSY 305	Industrial/Organizational Psychology	3		
SPE 310	Business and Professional Communication	3		
		<b>TOTAL HOURS FOR MAJOR</b>	<b>51-53 hrs</b>	
<b>To complete a Marketing Concentration:</b>				
Required Course				
BUS 330	Advertising and Brand Promotion	3		
Choose any three from the following list or choose two from the list and one at-large ABEF elective. The at-large elective can be any course in the department (ACC, BUS, ECN, or FIN prefix) except for BUS 131 or ECN 110.				
BUS 315	Sports Management	3		
BUS 325	Entrepreneurship	3		
BUS 334	Consumer Behavior	3		
BUS 345	Digital Marketing	3		
SPE 220	Public Relations	3		
<b>OR</b> SPE	Business and Professional Communication			
		<b>TOTAL HOURS FOR MAJOR</b>	<b>51-53 hrs</b>	