



**2014-2015 PETITION/PROGRAM SHEET**  
**Degree: Bachelor of Business Administration**  
**Major: Business Administration**  
**Concentration: Information Systems**

**About This Major . . .**

The Bachelor of Business Administration (BBA) is designed to prepare students for the challenges of today’s organizations, as well as the business world of tomorrow. The program provides students with the knowledge, skills, and abilities to compete in both the local and global business environments.

The BBA degree can be applied in various fields such as medicine, the arts, sports, and education. In addition to positions in corporate America, nonprofit organizations like hospitals, schools systems, and theatres also require people with business training and skills. Graduates of BBA programs hold positions in organizations from entry level manager to chief executive officer.

Colorado Mesa’s BBA graduates are entrepreneurs, small business owners, bank vice-presidents, product managers in advertising firms and project and operations managers in manufacturing organizations. The BBA is a very versatile, flexible and valuable degree. Colorado Mesa’s BBA graduates have gone on to succeed in the business world as well as earn advanced degrees in business such as the Master of Business Administration – one of the most sought after degrees by employers in today’s job market.

For more information on what you can do with this major, go to <http://www.coloradomesa.edu/career/whatmajor.html>.

All CMU baccalaureate graduates are expected to demonstrate proficiency in critical thinking, communication fluency, quantitative fluency, and specialized knowledge/applied learning. In addition to these campus-wide student learning outcomes, graduates of this major will be able to:

1. Apply business knowledge and skills in appropriate business contexts and transfer knowledge and skills to new business situations. (Critical Thinking)
2. Produce professional business work products, independently and working as a team. (Applied Learning)
3. Communicate clearly, appropriately, and persuasively to the business audience, both orally and in writing. (Communication Fluency)
4. Integrate knowledge from multiple functional areas of business to solve business problems and to develop sound business strategies. (Specialized Knowledge)
5. Analyze business data critically, reason logically, and apply quantitative analysis methods correctly to develop appropriate business conclusions. (Quantitative Fluency)
6. Properly and appropriately use information systems tools and techniques within functional business areas. (Applied Learning)
7. Identify, formulate and correctly solve information systems problems. (Specialized Knowledge)

**NAME:** \_\_\_\_\_ **STUDENT ID #** \_\_\_\_\_

**LOCAL ADDRESS AND PHONE NUMBER:** \_\_\_\_\_  
 \_\_\_\_\_ ( ) \_\_\_\_\_

I, (Signature) \_\_\_\_\_, hereby certify that I have completed (or will complete) all the courses listed on the Program Sheet. I have read and understand the policies listed on the last page of this program sheet. I further certify that the grade listed for those courses is the final course grade received except for the courses in which I am currently enrolled and the courses which I complete next semester. I have indicated the semester in which I will complete these courses.

\_\_\_\_\_  
 Signature of Advisor Date \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
 Signature of Department Head Date \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
 Signature of Registrar Date \_\_\_\_\_ 20\_\_\_\_

**Students should work closely with a faculty advisor when selecting and scheduling courses prior to registration.**

**Degree Requirements:**

- 120 semester hours total (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).
- 40 upper division credits (A minimum of 15 taken at the 300-400 course levels within the major at CMU).
- 2.00 cumulative GPA or higher in all CMU coursework
- 2.00 cumulative GPA or higher in coursework toward the major content area
- Pre-collegiate courses (usually numbered below 100) cannot be used for graduation.
- A student must follow the CMU graduation requirements either from 1) the program sheet for the major in effect at the time the student officially declares a major; or 2) a program sheet for the major approved for a year subsequent to the year during which the student officially declares the major and is approved for the student by the department head. Because a program may have requirements specific to the degree, the student should check with the faculty advisor for additional criteria. It is the student's responsibility to be aware of, and follow, all requirements for the degree being pursued. Any exceptions or substitutions must be approved by the student's faculty advisor and Department Head.
- When filling out the program sheet a course can be used only once.
- See the "Undergraduate Graduation Requirements" in the catalog for additional graduation information.

**GENERAL EDUCATION REQUIREMENTS (31 semester hours)**

See the current catalog for a list of courses that fulfill the requirements below. If a course is on the general education list of options and a requirement for your major, you must use it to fulfill the major requirement and make a different selection within the general education requirement.

Course No	Title	Sem.hrs	Grade	Term/Trns
<b>English</b> (6 semester hours, must receive a grade of "C" or better and must be completed by the time the student has 60 semester hours.)				
ENGL 111	English Composition	3	_____	_____
ENGL 112	English Composition	3	_____	_____

**Math:** (3 semester hours, must receive a grade of "C" or better, must be completed by the time the student has 60 semester hours.)

MATH 113	College Algebra	4*	_____	_____
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\*3 credits apply to the General Ed requirements and 1 credit applies to elective credit

**Humanities (3 semester hours)**

**Social and Behavioral Sciences (6 semester hours)**

ECON 201	Principles of Macroeconomics	3	_____	_____
ECON 202	Principles of Microeconomics	3	_____	_____

**Natural Sciences (7 semester hours, one course must include a lab)**

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**History (3 semester hours)**

HIST	_____	_____	_____	_____
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**Fine Arts (3 semester hours)**

_____	_____	_____	_____	_____
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Course No	Title	Sem.hrs	Grade	Term/Trns
<b>OTHER LOWER DIVISION REQUIREMENTS (6 semester hours)</b>				

**Kinesiology (3 semester hours)**

KINE 100	Health and Wellness	1	_____	_____
KINA 1	_____	1	_____	_____
KINA 1	_____	1	_____	_____

**Applied Studies (3 semester hours)**

_____	_____	_____	_____	_____
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**FOUNDATION COURSES (17 semester hours)** These courses, plus ECON 201 & 202 and Gen Ed English & Math requirements must be completed within the student's first 60 hours.

ACCT 201	Principles of Financial Acctg	3	_____	_____
ACCT 202	Principles of Managerial Acctg	3	_____	_____
BUGB 105	Freshman Business Seminar	2	_____	_____
BUGB 211	Business Communications	3	_____	_____
CISB 101	Business Inform. Technology	_____	_____	_____
or CISB 205	Advanced Business Software	3	_____	_____
CISB 241	Intro to Business Analysis	_____	_____	_____
or STAT 200	Probability and Statistics	3	_____	_____

**BACHELOR OF BUSINESS ADMINISTRATION: INFORMATION SYSTEMS CONCENTRATION REQUIREMENTS (63 semester hours)**

**Business Administration Core (33 semester hours)**

BUGB 349	Legal Environment of Business	3	_____	_____
BUGB 401	International Business	3	_____	_____
CISB 210	Fundamentals of Info Systems	3	_____	_____
FINA 301	Managerial Finance	3	_____	_____
MANG 201	Principles of Management	3	_____	_____
MANG 301	Organizational Behavior	3	_____	_____
MANG 371	Human Resource Management	3	_____	_____
MANG 471	Operations Management	3	_____	_____
MANG 491	Business Strategy	3	_____	_____
MARK 231	Principles of Marketing	3	_____	_____
CISB 341	Quantitative Decision Making	3	_____	_____
or MANG 341	Quantitative Decision Making	3	_____	_____
or MARK 350	Marketing Research	3	_____	_____

**Information Systems Concentration Courses (30 Semester Hours)**

CISB 205	Advanced Business Software	3	_____	_____
or CISB 305 or 306	if 205 is taken in Foundation	_____	_____	_____
CISB 310	Enterprise Architecture	3	_____	_____
CISB 315	IS Infrastructure	3	_____	_____
CISB 331	Adv. Business Programming	3	_____	_____
CISB 410	Project Management	3	_____	_____
CISB 442	Systems Analysis and Design	3	_____	_____
CISB 451	Database Administration	3	_____	_____
CISB 471	Advanced Information Systems	3	_____	_____
CISB 392	Info Systems Theory & Practice	3	_____	_____
or CISB 470	Management of Info Systems	3	_____	_____
CISB 206	Bus. DB App Programming	3	_____	_____
or**CSCI 110	Beginning Programming	3	_____	_____
or CSCI 111	CS1: Foundations of Comp Sci	3	_____	_____
or Object Oriented Programming Course	approved by CIS advisor, specifically:	_____	_____	_____
		3	_____	_____

\*\* might require prerequisites not listed on this sheet.

**Electives (3 semester hours of college level courses appearing on your final transcript, not listed above to bring total semester hours to 120.)**

*MATH 113	College Algebra	1	_____	_____
_____	_____	2	_____	_____

**Special requirements:** To be admitted to the Bachelor of Business Administration program, certain prerequisites must be satisfied. Please see the Business department head for complete requirements and application form. All degree requirements must be completed as described above. Any exceptions or substitutions must be recommended in advance by the faculty advisor and approved by the Department Head. Students are required to participate in exit examinations or other programs deemed necessary to comply with the university accountability requirement.

## SUGGESTED COURSE SEQUENCING FOR BBA, CONCENTRATION IN INFORMATION SYSTEMS

### FRESHMAN YEAR

Fall Semester	Hours	Spring Semester	Hours
BUGB 105	Freshman Business Seminar	CISB 205	Adv. Business Software (or CISB 305 or 306)
ENGL 111	English Composition		3
MATH 113	College Algebra	ENGL 112	English Composition
CISB 101	Business Information Technology	CISB 241	Intro to Business Analysis
or CISB 205	Advanced Business Software	or STAT 200	Probability and Statistics
General Education Natural Science with Lab	3	CISB 210	Fundamentals of Information Technology
	<u>4</u>	KINE 100	Health and Wellness
	16	KINA	Activity
		KINA	Activity
			<u>1</u>
			<u>1</u>
			15

### SOPHOMORE YEAR

Fall Semester	Hours	Spring Semester	Hours
CISB 206	Business Database Application Programming	CISB 315	IT Infrastructure
or CSCI 110/111	Object-Oriented Programming	ACCT 202	Principles of Managerial Accounting
CISB 310	Enterprise Architecture	ECON 202	Principles of Microeconomics
ACCT 201	Principles of Financial Accounting	MANG 201	Principles of Management
ECON 201	Principles of Macroeconomics	General Education Humanities	<u>3</u>
BUGB 211	Business Communications		15
	<u>3</u>		
	15		

### JUNIOR YEAR

Fall Semester	Hours	Spring Semester	Hours
CISB 331	Advanced Business Programming	CISB 442	Systems Analysis and Design
CISB 410	Project Management	CISB 470	Management of Information Systems
BUGB 349	Legal Environment of Business	FINA 301	Managerial Finance
MARK 231	Principles of Marketing	MANG 301	Organizational Behavior
General Education Natural Science	<u>3</u>	CISB 341	Quantitative Decision Making
	15	or MANG 341	Quantitative Decision Making
		or MARK 350	Marketing Research
			<u>3</u>
			15

### SENIOR YEAR

Fall Semester	Hours	Spring Semester	Hours
General Education Fine Arts	3	CISB 471	Advanced Information Systems
CISB 451	Database Administration	MANG 491	Business Policies and Management
BUGB 401	International Business	General Education History	3
MANG 371	Human Resource Management	General Education Applied Studies	3
MANG 471	Operations Management	Elective	<u>2</u>
	<u>3</u>		14
	15		

**POLICIES:**

1. Demonstrated competency in personal computer skills and computer literacy required. See Department of Business for details.
2. It is your responsibility to determine whether you have met the requirements for your degree. Please see your catalog for a complete list of graduation requirements.
3. You must go to the Registrar's Office and fill out the "Intent to Graduate" form **at the beginning of the semester prior to graduating.**
4. This program sheet must be submitted with your graduation planning sheet to your advisor during the **semester prior to graduating, no later than September 15 for Spring graduates, February 15 for Fall graduates.**
5. Your advisor will sign and forward the Program Sheet, Intent to Graduate Form, and Graduation Planning Sheet to the Department Head for signature.
6. Finally, the Department Head or the department administrative assistant will take the signed forms to the Registrar's Office. (Students cannot handle the forms once the advisor signs.)
7. If your petition for graduation is denied, it will be your responsibility to reapply for graduation in a subsequent semester. Your "Intent to Graduate" does not automatically move to a later graduation date.
8. NOTE: The semester before graduation, you will be required to take a Major Field Achievement Test (Exit Exam).