



# Business Administration

## Graduate Faculty

Dr. Joann Fredrickson, Dr. Dean Frost, Dr. William Joyce, Dr. Zhe Li, Dr. Kelly La Venture, Dr. David Massaglia, Dr. Halbana Tarmizi, Dr. Valerie Wallingford, Dr. Gabriel Warren

## Programs

- Business Administration, M.B.A. *mba*

## Business Administration, M.B.A. *mba*

The Master of Business Administration (MBA) is the graduate degree offered by Bemidji State University's Business Administration Department. It is intended to provide graduates with advanced-level skills and understanding required to function effectively in the dynamic, technologically complex, and rapidly changing business environment of today. Successful graduates of the program will be able to apply analytic thinking methods to business scenarios using multidisciplinary concepts and tools, to communicate effectively in writing and orally in a variety of business environments, to bring required global perspectives to bear when seeking solutions to problems encountered in today's business environments, and to clearly define the role of corporate social responsibility in seeking these solutions.

### *Accelerated MBA Option (4 + 1 Program)*

The accelerated MBA (4+1) program option enables undergraduate students of Accounting and Business Administration (major or minor) to be accepted, and potentially start the MBA Program while pursuing their bachelor's degree. Students admitted into the Accelerated MBA (4+1) Program may have a limited number of graduate level courses counted toward both the undergraduate and graduate degree taken during their senior year. Before enrolling in a course to be counted as both undergraduate and graduate credit (mixed credit), an undergraduate student must be accepted into the program and receive prior approval from the graduate program advisor/director and the respective college dean. A maximum of 12 credit hours may be taken as Mixed Credit. Students who are interested in the program apply for admission during the fall/spring of their junior undergraduate year, allowing the option of taking MBA courses during their senior year that can be counted as elective courses for the undergraduate degree. Full Time students take 3 to 4 classes per semester, while Part Time students take 1 to 2 classes per semester.

### *Regular MBA Option*

This program option is for students who already have a bachelor's degree. The program can be completed either full-time or part-time. Full Time students take 3 to 4 classes per semester, while Part Time students take 1 to 2 classes per semester.

## Program Learning Outcomes

Successful Graduates of Bemidji State University's MBA program will be able to:

1. demonstrate higher learning in the field of business administration.
2. employ and apply quantitative and qualitative techniques and methods to analyze and solve real-world business problems.
3. devise sound business strategies.
4. generate sustainable business options.
5. identify and analyze ethical responsibilities.
6. produce effective written and oral business presentations and other

forms of business communications.

7. work effectively within a team.

## Program Admission Requirements for 4 + 1 program option: Accounting, Business Administration

Applicants for admission to the program will be evaluated on the following criteria:

1. An undergraduate grade point average with minimum of 80 credit hours that is at least 2.75 at Bemidji State University OR a bachelor's degree from a regionally-accredited university or its equivalent with an undergraduate grade point average that is at least 2.75.
2. A combination of undergraduate GPA and GMAT score (or an equivalent GRE score) from test taken within the past five years that meets one of the following criteria:
  - GPA of at least 2.75 and GMAT of at least 500 or
  - GPA of at least 3.00 and GMAT of at least 450 or
  - GPA of at least 3.25 and GMAT of at least 400 or
  - GPA of at least 3.50\*

\*The GMAT may be waived for candidates who satisfy ALL of the following requirements:

- Earned a 3.5 cumulative GPA
  - Admitted or have graduated as Business Administration or Accounting majors and minors at Bemidji State University OR graduated with a business degree from a regionally-accredited school
  - Completed a minimum of 80 hours at the time of application
  - Meet all English proficiency requirements  
OR professional licensure in the US as a CPA, CFA, or CFP  
OR an earned terminal degree (PhD, DBA, MD, JD, etc.) from an accredited institution.
3. Two letters of recommendation from professional individuals
  4. A one to two page letter of intent that states why the applicant is seeking this degree with a resume
  5. TOEFL or IELTS scores for international applicants

In addition, applicants to the program will need to fulfill demonstrated competencies with a C or better in the areas of accounting, economics, management, marketing, finance, and statistics. This competency can be demonstrated by the completion of the following undergraduate courses at Bemidji State University, their equivalents: ACCT 1101, ACCT 1102, MATH 1170, ECON 2000, ECON 2100, BUAD 2231, BUAD 3351, BUAD 3361, BUAD 3771.

The Business Administration department will evaluate applicants to determine if undergraduate coursework or graduate coursework such as MBA 5100 and MBA 5105 will be needed to resolve deficiencies prior to starting the required

program courses.

### Program Admission Requirements for Regular MBA

Applicants for admission to the program will be evaluated on the following criteria:

1. A bachelor's degree from a regionally-accredited university or its equivalent
2. An undergraduate grade point average that is at least 2.75, or its equivalent
3. A Graduate Management Admission Test (GMAT) score of at least 500 or an equivalent Graduate Record Examinations (GRE) score, with the test taken within the last 5 years or Professional licensure in the United States as a Certified Public Accountant, Certified Financial Analyst, or Certified Financial Planner. An earned terminal graduate degree (Ph.D., DBA, MD, JD, etc.) from an accredited institution.
4. Two letters of recommendation from professional individuals
5. A one to two page letter of intent that states why the applicant is seeking this degree
6. TOEFL or IELTS scores for international applicants

In addition, applicants to the program will need to fulfill demonstrated competencies with a C or better in the areas of accounting, economics, management, marketing, finance, and statistics. This competency can be demonstrated by the completion of the following undergraduate courses at Bemidji State University, their equivalents: ACCT 1101, ACCT 1102, MATH 1170, ECON 2000, ECON 2100, BUAD 2231, BUAD 3351, BUAD 3361, BUAD 3771. The Business Administration Department will evaluate applicants to determine if undergraduate coursework or graduate coursework such as MBA 5100 and MBA 5105 will be needed to resolve deficiencies prior to starting required program courses.

Required Credits: 30

Required GPA: 3.0

### I. CORE COURSES

- MBA 5110 Business Analytics (3 credits)
- MBA 5120 Managerial Finance (3 credits)
- MBA 5130 Corporate Social Responsibility (3 credits)
- MBA 6100 Managerial Accounting (3 credits)
- MBA 6105 Organizational Behavior (3 credits)
- MBA 6125 Marketing Management (3 credits)
- MBA 6135 Information Systems Management (3 credits)
- MBA 6145 Strategy and Management (3 credits)

### II. REQUIRED ELECTIVE COURSES

Complete the following courses:

- MBA 5140 Global Business (3 credits)
- MBA 6400 Managing Human Resources (3 credits)

### III. CAPSTONE EXPERIENCE

Student pursuing the MBA degree must fulfill the degree's Capstone Experience Requirement. This is completed by successfully completing MBA 6145: Strategy and Management. Details are provided within

the course description and course syllabus.

- MBA 6145 Strategy and Management (3 credits)

### Competency Requirement

A working knowledge of applied statistics.

This requirement may be satisfied by successfully completing MBA 5110 Business Analytics.

**COMPREHENSIVE EXAMINATION** Upon completion of all required coursework, MBA students will be required to take the Major Field Test (MBA) administered by the Educational Testing Service (ETS) and obtain a score of at least 245 in order to graduate from the program.

## Master of Business Administration Courses

---

### MBA 5100 Survey of Accounting and Finance Concepts (3 credits)

This course provides a survey of relevant financial accounting, managerial accounting, and managerial economic and finance concepts and processes. The course includes the application and use of financial statements in decision making, with the analysis of internal controls concepts, and evaluation of cash flows. Business ethics will be applied to cost concepts, cost systems, and budgetary planning and controls. Evaluation of relevant cost, opportunity cost, and sunk cost as related to short-run financial decisions. Evaluation of long-run financial decisions, which incorporate the concepts of the cost of capital and the time value of money. The application and evaluation of discounted cash flow methods. The various concepts and processes will be combined to create shareholder value.

### MBA 5105 Quantitative Analysis for Business (3 credits)

This course reviews and develops the mathematical tools to get ready for the MBA courses. This course provides many applications of finite mathematics including linear mathematics, probability and statistics and the mathematics of finance to demonstrate how to solve quantitative problems and how to relate the basic mathematical tools to business decision making.

### MBA 5110 Business Analytics (3 credits)

This course provides an understanding of the use of statistical and quantitative models to effectively manage and utilize information for the purpose of business decision making. Concepts covered include data analysis, probability theory, decision making models, statistical inference and estimation, hypothesis testing, analysis of variance, regression analysis, time series analysis, optimization models, and simulation. Competency in Microsoft Excel is required.

### MBA 5120 Managerial Finance (3 credits)

This course covers the major concepts in corporate finance, including the analysis of financial statements, securities and options, project valuation and budgeting, corporate governance, and the financial management of global operations.

### MBA 5130 Corporate Social Responsibility (3 credits)

This course focuses on the importance of business ethics, sustainability and stakeholder management in the current business environment. It illustrates how decision makers in business need to balance and protect the interests of various stakeholders, including investors, employees, the community, and the environment. Topics include the social, legal, political, and ethical responsibilities of a business to both external and internal stakeholder groups.

### MBA 5140 Global Business (3 credits)

This course provides an overview of the global business environment, including geographic, economic and political perspectives, cultural factors, international trade and investment, technology transfer, human resource capabilities, global supply chains, and global strategies.

**MBA 6100 Managerial Accounting (3 credits)**

The course provides an in-depth coverage of relevant managerial accounting concepts and processes, including cost functions, cost-volume-profit analysis, planning and control systems, performance measurement and evaluation, and capital budgeting. It also provides a review of current managerial systems and issues.

**MBA 6105 Organizational Behavior (3 credits)**

This course examines individual and group behavior, the structure and dynamics of groups, and the concepts of leadership, all within the framework of business organizations.

**MBA 6115 Operations Management (3 credits)**

This course covers the management of the operations function in both manufacturing and service organizations. Concepts, techniques, and requisite technologies are discussed. Topics include operations strategy, quality management, product development, project management, inventory management, and global supply chain management.

**MBA 6125 Marketing Management (3 credits)**

This course covers the management of the marketing function within an organization. Topics covered include marketing strategy, product positioning, marketing analysis and planning in the areas of price, place and promotion, customer relationship management, and the role of marketing in strategic planning.

**MBA 6135 Information Systems Management (3 credits)**

This course focuses on the effective management of Information Technology (IT) to create competitive advantage and bring about organizational change. Topics include trends in technology and industry, the changing business process, using IT to add value to products and processes, managing applications and systems, and creating sustainable systems.

**MBA 6145 Strategy and Management (3 credits)****MBA 6400 Managing Human Resources (3 credits)**

This course focuses on strategic management of human resources within organizations. It examines employment relations; theories of selecting, developing, and motivating human resources. Topics include job analysis, hiring, performance appraisal, training and development, compensation, and labor relations.

**MBA 6405 Organization Theory (3 credits)**

This course examines the structures, processes, and outcomes of organizations. It includes the concepts of organization structure and design, as well as the management of processes within organizations. Along with MBA 6400, this is one of the pair of courses that is required for the Management Concentration in the MBA.

**MBA 6600 Promotion Management (3 credits)**

This course focuses on organizational promotion policies and practices that are used in the planning of a campaign. Topics include media selection, client-agency relationships, research and testing and the overall creation of a promotional campaign. Along with MBA 6605, this is one of the pair of courses that is required for the Marketing Concentration in the MBA.

**MBA 6605 Services Marketing (3 credits)**

This course examines the marketing of services in both the profit and not-for-profit sectors. The differences between the marketing of services versus physical goods are examined in the context of both internal and external marketing environments. Along with MBA 6600, this is one of the pair of courses that is required for the Marketing Concentration in the MBA.

**MBA 6700 Financial Institutions (3 credits)**

**Course Description:** This course examines role of financial institutions in the economy. Topics covered include asset, liability, and capital management issues, decision making in commercial banks and other depository institutions, monetary economics, the structure and functioning of commercial banks and other financial intermediaries, the Federal Reserve System and its monetary policy tools, goals and targets. Along with MBA 6705, this is one of the pair of courses that is required for the Finance Concentration in the MBA.

**MBA 6705 Derivatives and Risk Management (3 credits)**

This course examines role of financial derivatives and their characteristics. The focus is on how corporations manage risks using financial derivatives. Topics include pricing models, trading strategies, and the hedging of financial risks. Along with MBA 6700, this is one of the pair of courses that is required for the Finance Concentration in the MBA

**All-University Courses**

The course numbers listed below, not always included in the semester class schedule, may be registered for by consent of the advisor, instructor, or department chair, or may be assigned by the department when warranted. Individual registration requires previous arrangement by the student and the completion of any required form or planning outline as well as any prerequisites.

1910, 2910, 3910, 4910 DIRECTED INDEPENDENT STUDY

1920, 2920, 3920, 4920 DIRECTED GROUP STUDY

1930, 2930, 3930, 4930 EXPERIMENTAL COURSE

1940, 2940, 3940, 4940 IN-SERVICE COURSE

1950, 2950, 3950, 4950 WORKSHOP, INSTITUTE, TOUR

1960, 2960, 3960, 4960 SPECIAL PURPOSE INSTRUCTION

1970, 2970, 3970, 4970 INTERNSHIP

1980, 2980, 3980, 4980 RESEARCH

1990, 2990, 3990, 4990 THESIS