

Business Administration

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Degree: Master of Business Administration

The Mission of the Graduate Business Program is to provide quality, student focused, graduate business education, using traditional and distance delivery systems, preparing individuals for professional careers, further education, and life-long learning. Our professionally accredited program is delivered by fulltime, doctorally-qualified faculty who use technology as a key component in delivering course content and achieving desired outcomes. We operate through open and accessible educational structures, which promote meaningful student-faculty interaction, ongoing self-evaluation, and continuous improvement.

Accredited by the Association of Collegiate Business Schools and Programs (ACBSP), the Master of Business Administration (MBA) program is designed to prepare individuals for responsible managerial positions in an increasingly complex business environment. Degree emphasis is placed on the development of managerial generalists rather than specialists and requires study in all major functional areas of business. The program is designed to culminate with a comprehensive integrative project and presentation.

The ENMU MBA is designed so that it may be completed in 12 months with four courses in the fall, four in the spring, and two courses in the summer. More typically, it is completed in two years, with two courses in each of four spring and fall semesters and one course in each of two summers. Students may take up to six years to complete the degree. (Two possible course sequences are presented here; however, many variations are possible to accommodate the priorities of individual students.)

Admission into the program is based on several criteria: prior admission to the Graduate School, the candidate's undergraduate GPA, the candidate's prior work experience, and the results attained on the Graduate Management Admissions Test (GMAT) or the Graduate Record Exam (GRE). The GMAT/GRE requirement is waived for candidates who have an overall GPA of 3.0 or higher for the "Common Body of Knowledge" business courses.

MBA Program Description

The MBA program has several components: skill competency, undergraduate Common Body of Knowledge, Core classes, and approved electives. Students pursuing the MBA without a concentration complete ten Core courses (30 credits). Students completing the MBA with a subject area concentration (e.g., Accounting) complete ten core courses (30 credits), plus at least three approved electives in the concentration (nine credits), for a total of 13 courses (39 credits).

Skill Competency

Students entering the ENMU MBA must possess quantitative and computer skills. The College of Business (COB) recognizes these skills may be acquired and mastered through a variety of lifelong learning activities. Rather than list a prescribed set of courses, the ENMU MBA requires students to:

- have quantitative skills equal to those achieved through a course in College Algebra; and
- have computer skills in navigating the Internet, downloading and file manipulation from the Internet, and word processing, spreadsheet, and presentation software applications.

The ENMU MBA integrates these skills throughout the curriculum. Students lacking these skills, as demonstrated in classroom performance, may be required to complete the necessary undergraduate course equivalent.

Common Body of Knowledge

An underlying assumption of the ENMU MBA degree is students who enter the program have the academic background that would enable them to successfully complete the degree. The requirements of the Common Body of Knowledge (also known as the "Common Professional Component" for the MBA degree are the following ENMU undergraduate courses, (or comparable courses) or the equivalent experience:

ACCT	200	Survey of Accounting, OR
ACCT	201	Intro to Financial Accounting, AND
ACCT	202	Intro to Managerial Accounting
BUS	230	Legal Environment of Business
ECON	200	Survey of Economics, OR
ECON	221	Principles of Macroeconomics, AND
ECON	222	Principles of Microeconomics
FIN	315	Managerial Finance I
MGT	313	Management and Organizational Behavior
MKT	201	Principles of Marketing
STAT	213	Statistical Methods I

Note: Many of the undergraduate Common Body of Knowledge courses or equivalents are offered at other institutions of higher learning. Students should consult with the Graduate Coordinator to determine acceptability of courses offered by other institutions.

Candidates with deficiencies in the undergraduate Common Body of Knowledge courses will be required to demonstrate competency in the deficient area before being permitted to register for a graduate course that requires that base knowledge. The COB believes students should have the necessary preparation to successfully complete the MBA program. The COB will accept various forms of documentation of the necessary competencies. The list below is not intended to be all-inclusive, but rather a sample of alternative methods of acquiring and demonstrating competency.

MBA students and prospective MBA students should consult with the Graduate Coordinator to determine the appropriate procedure for meeting the leveling requirements.

Alternative Methods of Documenting Competency

1. The student may enroll in and complete the Common Body of Knowledge course(s) at ENMU with a grade of "C" or higher.
2. Enroll in and complete the courses at an accredited institution with a grade of "C" or higher.
3. Enroll in and complete the graduate level Foundation Courses offered at many other universities which reflect the content of specific undergraduate Common Body of Knowledge courses.

4. Enroll in and complete other course of study with prior written approval of the student's graduate advisory committee.
5. Receive a passing grade on equivalent College Level Examination Plan (CLEP) exams, including but not limited to the following subjects (and others as they may be approved by the student's graduate advisory committee):
 - Financial Accounting, equivalent to ACCT 201 Introduction to Financial Accounting
 - Introductory Business Law, equivalent to BUS 230 Legal Environment of Business
 - Principles of Macroeconomics, equivalent to ECON 221 Principles of Macroeconomics
 - Principles of Management, equivalent to MGT 313 Management and Organizational Behavior
 - Principles of Microeconomics, equivalent to ECON 222 Principles of Microeconomics
 - Principles of Marketing, equivalent to MKT 201 Principles of Marketing
6. The student has earned a BBA degree (or equivalent) from an ACBSP or AACSB accredited program. If there is concern about the student's knowledge of specific leveling course content, a competency exam may be required in addition to the transcript indicating prior course completion.

MBA Program Requirements

Core Requirements

The following ten Core courses must be completed for graduate with a minimum grade of B in each course:

ACCT	551	Managerial Accounting
BUS	501	Ethics, Laws, and Social Responsibility
BUS	518	Managerial Research Analysis
BUS	553	Strategic Management
ECON	525	Managerial Economics
FIN	541	Managerial Finance
IS	500	Management Information Systems
MGT	501	Production and Operations Management
MGT	513	Organizational Behavior and Management Theory
MKT	517	Marketing Management

At least four of these courses, a minimum of two quantitative and two non-quantitative, will be offered each semester.

All Core courses generally include an international component.

As indicated above, undergraduate work (or equivalent preparation or qualification) related to the core will be evaluated prior to admission to determine undergraduate Common Body of Knowledge courses required and the appropriateness of enrollment in the MBA Core courses.

In rare circumstances, appropriate substitutes to core requirements may be allowed; however, they must be approved by the student's graduate advisory committee, the Graduate Coordinator, and the Dean of the Graduate School.

Comprehensive Integrative Project

A comprehensive integrative project and presentation are required for all MBA degree plans and is typically completed as part of BUS 553 during the same session as the last academic course in the degree plan. Only students accepted for MBA Candidacy are eligible to complete the comprehensive integrative project and presentation. Failure of the comprehensive integrative project entails failure of BUS 553 as well, and requires that both the comprehensive integrative project and BUS 553 be repeated satisfactorily in order to complete the degree.

Electives

Electives for purposes other than an optional subject area concentration are not required, but may be taken by interested students. All courses selected for a candidate's program must meet with the approval of his or her graduate advisory committee, the Graduate Coordinator, and the Dean of the Graduate School.

Subject Area Concentration

In addition to the Core, candidates may elect to pursue the MBA with an optional Subject Area Concentration. This option requires the completion of nine **additional** graduate credits from among courses approved for the respective concentration to be selected from a list on file with the Graduate Coordinator. A Subject Area Concentration may require additional prerequisite undergraduate course(s) (or equivalent) as may be specified in individual course descriptions.

Acknowledgment of a student's completion of a Subject Area Concentration will be indicated on the official transcript and by a separate certificate of completion.

Advanced Accounting—Currently the College of Business Graduate Faculty offers a Subject Area Concentration in Advanced Accounting comprised of:

- ACCT 550 Financial Accounting (3 credits)
normally offered in the Fall
- ACCT 555 Federal Taxation (3 credits)
normally offered in the Spring
- ACCT 558 Attestation Services (3 credits)
normally offered in the Summer

Other Concentrations—The COB Graduate Faculty may offer other Subject Area Concentrations, depending upon student interest, faculty availability, and the graduate-level electives being offered; these Concentrations could potentially include: Economics, Finance, Hospitality Management, Human Resources, International Business, Management, Marketing, Sport Management, and Tourism Management.

Non-Degree Continuing Professional Education

Applicants who hold a baccalaureate or graduate degree and who have the requisite academic background for a particular class or classes and holders of an MBA degree from ENMU or from any other institution professionally accredited by the ACBSP or the AACSB who seek to take courses for professional development purposes may enroll in graduate-level classes and upon completion will be presented with a transcript of courses completed, with acknowledgment of their completion of a Subject Area Concentration if the requisite conditions have been satisfied. Generally, students not accepted for MBA Candidacy may not register for MBA courses beyond 12 graduate credits.

Other

The COB ordinarily accepts graduate transfer credit only from institutions or programs that are professionally accredited by the ACBSP or the AACSB. All requests for transfer credit must be approved as part of the official degree plan, which must be approved by the student's graduate advisory committee, the Graduate Coordinator, the COB Dean, and the Dean of the Graduate School.

The application of workshop credits to the MBA degree is discouraged. A maximum of three credits is, however, allowed with **prior** written approval by the student's graduate advisory committee. Such credits will not be applied to the student's degree plan if that degree plan reflects transfer credits.

No student may enroll in or accumulate more than twelve credits of graduate courses in the COB unless one of the following criteria is satisfied: 1) removal of all undergraduate deficiencies and filing of the appropriate degree plan, or 2) obtain written permission from the Graduate Coordinator and the Dean of the Graduate School.

Full-time students with undergraduate degrees in business ordinarily complete degree requirements within two years; however, the program is designed so that it may be completed in as few as 12 months or as many as six years (the maximum time allowed). Students with a bachelor's degree in a discipline other than business may require additional time in which to complete the leveling requirements. Two possible course sequences are presented below; however, many variations are possible to accommodate the priorities of individual students.

Typical Recommended Course Sequences

The ENMU MBA is designed so that it may be completed within **12 months** with four courses in the fall, four in the spring, and two courses in the summer. More typically, it may be completed in **two years**, with two courses in each of four spring and fall semesters and one course in each of two summers. The following tables demonstrate just two possible sequences; however, many variations are possible to accommodate the priorities of individual students.

Sequence Example 1 (12 Months)

Fall

ACCT 551 Managerial Accounting
 BUS 518 Managerial Research Analysis
 BUS 501 Ethics, Law, and Social Responsibility
 ECON 525 Managerial Economics Spring

Spring

FIN 541 Managerial Finance
 MGT 501 Production and Operations Management
 MGT 513 Organizational Behavior
 MKT 517 Marketing Management

Summer

IS 500 Management Information Systems
 BUS 553 Strategic Management
 Comprehensive Integrative Project (in conjunction with Strategic Management)

Sequence Example 2 (24 Months)

Fall First Year

ACCT 551 Managerial Accounting
 BUS 518 Managerial Research Analysis

Spring First Year

FIN 541 Managerial Finance
 MGT 501 Production and Operations Management

Summer First Year

IS 500 Management Information Systems

Fall Second Year

BUS 501 Ethics, Law, and Social Responsibility
 ECON 525 Managerial Economics

Spring Second Year

MGT 513 Organizational Behavior
 MKT 517 Marketing Management

Summer Second Year

BUS 553 Strategic Management
 Comprehensive Integrative Project (in conjunction with Strategic Management)

Graduate Assistantships

The COB offers a limited number of Graduate Assistantship (GA) positions. In addition to the Graduate School requirements for GAs, the COB:

1. offers GA positions on both a semester-by-semester basis and an academic-year/annual basis,
2. requires individuals seeking a GA position within the College to file an application with the Graduate Coordinator, and
3. requires MBA Candidacy status for continuation of a GA position beyond 12 graduate credits.