

# MBA

MASTER OF BUSINESS ADMINISTRATION

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Wayne State  
College

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402-375-7587 • [MBA@WSC.EDU](mailto:MBA@WSC.EDU)

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**MBA OFFICE**

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**ADMISSIONS**

402.375.7234

[admissions@wsc.edu](mailto:admissions@wsc.edu)

**BOOKSTORE**

402.375.4010

[wscbookstore@bkstr.com](mailto:wscbookstore@bkstr.com)

**CAREER CENTER**

402.375.7425

**CONTINUING EDUCATION**

402.375.7217

[extcampus@wsc.edu](mailto:extcampus@wsc.edu)

**FINANCIAL AID**

402.375.7230

[finaid1@wsc.edu](mailto:finaid1@wsc.edu)

**LIBRARY**

402.375.7258

**MBA MAIN OFFICE**

402.375.7587

[mba@wsc.edu](mailto:mba@wsc.edu)

**RECORDS & REGISTRATION**

402.375.7239

[registration@wsc.edu](mailto:registration@wsc.edu)

**TUITION, BILLS, REFUNDS**

402.375.7224

[studentfinance1@wsc.edu](mailto:studentfinance1@wsc.edu)

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## History of Wayne State College

Wayne State College is located in Wayne, Nebraska, a city of about 5,500 in northeastern Nebraska. Omaha, Lincoln and Sioux City, Iowa, are within easy driving distance of Wayne. These three cities and Norfolk, Nebraska, 30 miles from Wayne, are served by scheduled airlines.

The College was established as the Nebraska Normal College at Wayne in 1891, and was founded and operated by Professor James M. Pile until his death in 1909. In that year, the Nebraska State Legislature authorized the purchase of the property, buildings and equipment of the Nebraska Normal College and renamed it the State Normal College. It opened under that name in September 1910, with Dr. U.S. Conn as president.

In 1921, by act of the State Legislature, the school became a State Normal School and Teachers College with legal authority to grant baccalaureate degrees in education. In 1949, the Legislature changed the name of the institution to Nebraska State Teachers College at Wayne and granted authority to confer the baccalaureate degree for study in liberal arts. The graduate program leading to a master's degree was authorized in 1955, and in 1963 the Legislature changed the name of the college to Wayne State College.

WSC has an average enrollment of about 3,500 students during the regular session. Summer enrollment totals about 2,200 in the May, June, and July sessions.

## Overview of the Current Role and Mission

WSC is a regional public college and is a part of a three-school state college system geographically positioned to serve rural Nebraska.

The College's basic mission is twofold: it strives to develop students of a wide range of academic abilities through quality teaching and support, and it strives to assist with the development of its service region through the delivery of public service programs and activities.

The College is primarily an undergraduate institution offering a comprehensive curriculum with equal emphasis on the arts and sciences, business and teacher education. Graduate programs are offered at the master's level in Business Administration, Education and Organizational Management and at the Education Specialist level in Education. Additional master's level programs will be developed in other fields as regional demand requires and as authorization is provided.

The College has built upon its rich tradition as a teachers college by emphasizing strong teaching and helpful out-of-class support in a personalized setting. A comprehensive co-curricular program of student activities offered in a manageable residential setting provides students with opportunities to enhance personal characteristics and leadership abilities. In addition, the College has extended its tradition of helping by becoming a regional service center enhancing the quality of life and fostering development in its rural service region. The public service programs and activities provided are in large part a product of the applied research and community service activities of the College's faculty and staff.

As a regional public college functioning as one of many public agencies of the State of Nebraska, WSC's mission is driven by the social and economic utility of its work. The themes, which guide the College's work, are:

## **Student Development**

**By reaching and educating more of the traditional and non-traditional students in our service region, we will have a major impact on the essence of rural development—educated citizens.**

- Students are human capital, our most precious resource for the future.
- In order to reach, educate and graduate more of the potential students in our service region we must remain affordable and accessible.
- Our emphasis on teaching and support services in a personalized setting increases our students' likelihood for success.

## **Regional Development**

**We are a center, a focal point, and a catalyst in northeast Nebraska, not only for education but also for the arts, cultural activity and community and economic development assistance.**

- Our challenge is to increase the availability of a well-educated labor pool while helping our rural communities enhance the quality of life they offer.
- Rural revitalization can be enhanced significantly by aggressively delivering the college's public service programs to communities in our service region.
- We are a public agency carrying out a regional agenda for the benefit of statewide development.

In all WSC does, it strives to remember that it is not the end product; its students and its region are the end products. The College is an investment vehicle, a public agency, carrying out a regional agenda on behalf of statewide development.

## Accreditation and Affiliations

Wayne State College is accredited by *The Higher Learning Commission of the North Central Association of Colleges and Schools* (30 North LaSalle Street, Suite 2400, Chicago, Illinois 60602-2504; 1-800-621-7440). The baccalaureate degrees have been approved since 1933, the master's degrees since 1962, and the education specialist degree since 1983. The National Council for Accreditation of Teacher Education has accredited all of the College's undergraduate education programs since 1954 and all graduate programs since 1962. ***Bachelor of Science in Business Administration and Master of Science in Business Administration have been accredited by the International Accreditation Council for Business Education (IACBE), a professional business accrediting institution.*** The Bachelor of Science and Bachelor of Arts programs in Art have been accredited by the National Association of Schools of Art and Design, and the Bachelor of Science and Bachelor of Arts programs in Music have been accredited by the National Association of Schools of Music. The College is approved at both undergraduate and graduate levels by the Nebraska Board of Education.

WSC is a member of the American Association of Collegiate Registrars and Admissions Officers, the Association of State Colleges and Universities, the National Association for College Admission Counseling, the American Association of Colleges for Teacher Education, The College Board, the Council of Graduate Schools in the United States, the National Association of Student Financial Aid Administrators, the National Commission on Accrediting, the Nebraska Association for Teacher Education, the Nebraska Council for Teacher Education, the National Collegiate Athletic Association, and the North American Society of Sport Management. Women graduates are eligible for membership in the American Association of University Women.

## Program Description

The Master of Business Administration (MBA) is a professional graduate degree designed primarily to provide an intense educational experience for students who wish to assume positions of increasing responsibility in business.

The WSC MBA curriculum consists of two major components. The first component is described as “Common Body of Knowledge” (CBK) courses. This group of courses includes an introductory level course in each functional area of business. Students who have an undergraduate degree in business will typically have completed most, if not all, of these courses. The second curriculum component is the professional graduate courses.

The WSC MBA program requires 30 graduate credit hours. The MBA program is broad in nature and requires students to complete a structured program of one or more courses in each area of business, and also permits students to complete a small specialization in one area. It is designed for those who wish to further their professional development without terminating their employment.

## MBA Mission Statement

The mission of the WSC MBA program is to provide graduate business students with the knowledge, tools, and experiences necessary to engage in productive problem-solving and decision-making in a dynamic business environment. Special emphasis is placed on the development of effective, ethical, and accountable managerial skills applicable to a global environment as well as the mastery of technical aspects of decision-making. WSC is committed to providing students with an integrated mix of theory and practice, offered by a highly-qualified faculty, to meet the needs of current and future managers.



## MBA Program Objectives

### Students will demonstrate:

- ◆ the ability to solve problems based on a knowledge of the concepts, theories and tools of each of the functional business disciplines; accounting, economics, finance, management, and marketing
- ◆ the ability to communicate professionally and effectively
- ◆ the ability to apply ethical criteria, critical and creative thinking, and analytical and quantitative skills to solve business problems
- ◆ understanding of organizational behavior, leadership, management theory and organizational design within a dynamic business environment
- ◆ understanding of the role of teams, groups and individual behavior in relation to organizational success
- ◆ understanding of the economic, political, legal, technological and social forces that influence business organizations
- ◆ the ability to transcend functional boundaries, synthesizing and integrating information as well as conduct the research, competitive analysis and environmental scanning necessary for strategic decisions
- ◆ the ability to incorporate a global perspective

## **MBA Degree**

Candidates for the MBA degree will enroll in the following program:

### **Non-Thesis Program**

The non-thesis option requires satisfactory completion of the 30 credit hour professional graduate program of study. No written thesis is required. An MBA student shall file with the Graduate Office and the School of Business & Technology Office one acceptable graduate paper. The file paper is written in BUS 692 and must be accepted by the MBA file paper committee and filed in the WSC Graduate Office.

### ***All Graduate Students***

Students may enroll in graduate courses after they have made application for graduate study. The procedure requires that students complete the Graduate Application for Admission, and that they request an official transcript from the undergraduate institution conferring the baccalaureate degree be sent directly to the Admissions Office. Students who wish to be admitted to a graduate degree program should have the baccalaureate degree from an accredited institution.

A student with a baccalaureate degree from an institution which is not accredited by one of the six regional associations of colleges and schools may be accepted conditionally, subject to an evaluation after the completion of requirements for formal admission to a graduate degree program.

Students also need to meet the specific admission requirements listed for each program in addition to the general requirements listed below.

## ***General Degree Requirements***

### **Total Semester Credits**

The MBA consists of a minimum of 30 semester credit hours.

### **Grades**

A minimum overall average of “B” (3.00 on a 4.00 scale) will be required of all graduate students. This average is based on all courses attempted. In computing this average, no grade below a “C” for WSC courses will be accepted toward completion of the MBA. A “C-” is not acceptable. A course receiving an S/NC grade cannot be used in the MBA degree program. At least 30 credit hours must be beyond the common body of knowledge component in courses normally reserved for graduate students.

### **Transfer Credit**

A maximum of nine graduate credits (15 from another Nebraska State College or University), subject to evaluation by the Dean of Business and Technology, may be transferred from another graduate institution and applied toward a degree from this College. Only transfer credit of “B” grade or better will be accepted. A “B-” is not acceptable.

### **Academic Load**

The maximum load of graduate credit hours for graduate students, without special permission, is 9 hours during regular sessions, 4 hours during the May session, and 7 hours during the June and July sessions. A graduate student who wishes to register for more than the maximum number should consult with his/her advisor, then contact the appropriate School office for approval and forward that information to the Office of Records and Registration. Full-time status for graduate students is 9 credit hours.

## Satisfactory Progress

Graduate students working on a graduate degree must maintain an overall GPA of 3.0 to continue in good standing. Graduate students who do not maintain an overall GPA of 3.0 will be placed on probation for the next 6 credit hours. If they fail to raise their GPA to a 3.0, they will be removed from their program. Appeals may be made to the appropriate School office and subsequently to the Graduate Council.

## Time Limit

Commencing with the date of first course registration, all requirements for the degree must be met within seven (7) calendar years. Courses can be no more than 7 years old at the time of graduation.

## Final Examination

No comprehensive final examination is required. However, BUS 692 Administrative Policy will be utilized as a capstone course for all MBA candidates.

## Graduation

Students must file an Application for Graduation with the Graduate Office no later than the end of the second week of the semester in which they intend to graduate. All other requirements, including completion of in-progress grades from previous terms, must be met by the end of the sixth week of the semester of graduation.

Summer graduates with no more than six credit hours of course work and/or an internship remaining to complete their degree during the summer are eligible to participate in May commencement ceremonies. All other program graduation requirements must be completed by the set dates as if they were a May graduate.

Once a student's name appears in a commencement program, their name will not be listed again in any subsequent commencement programs, nor will the student be able to participate in any upcoming commencement exercises.

Students must have at least an overall GPA of 3.00 to graduate. Graduate degrees carry no "honors" designation.

## MBA ADMISSION PROCESS

There are two types of admission when enrolling in the MBA program:

### ◆ ADMISSION TO GRADUATE STUDIES

Submission of the following is made to the Wayne State College, Office of Admissions:

- ⇒ Complete and submit the *Graduate Application for Admission at <https://www.wsc.edu/info/20129/mba/545/> apply to the mba program*
- ⇒ Request an *official transcript* of undergraduate and graduate study sent directly from the awarding institutions to the WSC Admissions Office (not required if all previous work is from WSC). Send to: **Wayne State College, Office of Admissions, 1111 Main St., Wayne, NE 68787**
- ⇒ A student will then be **admitted to Graduate Studies** as a *Degree Graduate Student* and would be able to register for courses. At this time, you are not yet admitted into the MBA program.

### ◆ ADMISSION TO THE MBA PROGRAM

- ⇒ The MBA Office of the School of Business & Technology will determine admittance into the MBA program as either *temporary or full admission*.

An evaluation will be done of the undergraduate transcripts for deficiencies in the common body of knowledge (CBK) courses. Those courses are: accounting, economics, marketing, management, law, statistics and corporate finance. A student can complete online tutorials to clear up any missing course deficiencies through <https://www.mbaprepworks.com/login/index.php>.

- ⇒ The MBA Office will notify the student of admission into the MBA program and possible deficiencies in the CBK. A student must complete both MBA admission requirements listed below before earning nine credit hours in the MBA program. A hold will be placed on registrations when a student is at the nine credit hour threshold without the requirements being met and will remain until these requirements are met.
- ⇒ **Temporary admission** is granted to students missing the following requirement:
  - Submission of a **Graduate Degree Reference Form**
- ⇒ Full Admission is granted to students that have submitted the graduate degree reference form.

## International Student Admission

International students wishing to be admitted to WSC must submit the following:

- Graduate Application [https://www.wsc.edu/info/20129/mba/545/apply to the mba program](https://www.wsc.edu/info/20129/mba/545/apply_to_the_mba_program)
- TOEFL Score (Test of English as a Foreign Language)
- Official undergraduate transcripts

We will need an original or certified true copy of the original transcript sent to us that shows the date you received your bachelor degree.

- If Undergraduate degree is from a foreign institution, transcripts should be sent to Educational Credential Evaluators (ECE) for the course-by-course evaluation

### **ECE**

P.O. Box 514070  
Milwaukee, WI 53203-3470  
Phone: (414) 289-3400  
FAX: (414) 289-3411  
Email: [eval@ece.org](mailto:eval@ece.org)  
[www.ece.org](http://www.ece.org)

Please contact Jenny Brandow at: [jebrand1@wsc.edu](mailto:jebrand1@wsc.edu) for all questions concerning the MBA program.

Please contact Amy Albrecht at [amalbre1@wsc.edu](mailto:amalbre1@wsc.edu) for all questions concerning the application process.

Full-time status for graduate students is 9 credit hours.

### How to Register

1. You may register on the web at [www.wsc.edu](http://www.wsc.edu) using Wildcats Online, or by phone, mail, in person, on-site, or e-mail at :  
[jebrand1@wsc.edu](mailto:jebrand1@wsc.edu)
2. Checks should be made payable to:  
Wayne State College  
ATTN: Business Office/Fee Payment  
111 Main Street  
Wayne, NE 68787
3. Registration deadline: Registrations can be processed up until the last day of drop/add of each enrollment term. However, we encourage students to enroll as soon as possible to guarantee enrollment in the courses they are seeking and to allow for time to receive course materials.

### E-mail Access

As a Wayne State College Student, you have a college sponsored student e-mail account, referred to as Willy Mail. This Willy e-mail account will be the only e-mail address used for student focused correspondence.

**This includes correspondence regarding bills, registration and financial aid.** It is important that students check their Willy e-mail account often to ensure that they receive communication and notices in a timely manner.

To access Willy e-mail, students can log in to eCampus, [link to [ecampus.wsc.edu](http://ecampus.wsc.edu)] then click on “Willy Webmail” under “Online Resources.” For additional assistance with Willy e-mail accounts, please visit the Help section.

For any problems logging into eCampus or accessing Willy e-mail, please contact the Network and Technology Services Helpdesk at 375-7107 or [helpdesk@wsc.edu](mailto:helpdesk@wsc.edu).



**Drop Policy**

If you decide to withdraw from a class, please inform the Continuing Education Office/Registrar's Office immediately. If the proper procedure is not followed, refunds and/or grades could be affected. For fall/spring classes that run the full term, there is no adjustment for costs after the first week of class unless the student is withdrawing from school.

**Textbooks**

Books can be ordered by calling 402-375-4010, or online at [waynestatecollege.bkstr.com](http://waynestatecollege.bkstr.com). On the website, by selecting the appropriate term books for a particular class can be viewed. The bookstore accepts checks and all major credit cards. Please allow one week for receipt of textbooks after placing the order.

**2017-2018 Academic Year Tuition and Fees**

**Tuition ONLINE Courses (No additional fees)**

*Resident/Non-Resident*

Graduate Tuition	\$ 348.75
Matriculation Fee	\$ 15.00
Graduation Fee	\$ 75.00

**Graduate Financial Assistance**

Federal Stafford Loans are available to graduate students at WSC. Students are required to file the Free Application for Federal Student Aid (FAFSA) and must be enrolled at least half-time (5 credit hours per semester for a master’s degree program). Hours must be approved coursework that applies to the student’s program of study. The FAFSA can be completed online at [www.FAFSA.ed.gov](http://www.FAFSA.ed.gov).

The WSC Financial Aid Satisfactory Academic Progress Policy is published annually in the WSC Student Handbook and is available on the WSC website at <https://www.wsc.edu/financial-services>. Students should become familiar with the policy and review it annually as revisions do occur.

**Payment Options**

Students become obligated and agree to pay all academic charges when they register for each term. Students are personally responsible to pay for all charges not covered by awarded financial aid or third party organizations by the designated due date or non-payment fees may apply. Charges include tuition, fees, room, meal plans, and all other fees that may be assessed. These charges are subject to refund only to the extent allowed under Wayne State College’s Tuition Refund Policy (this policy is located below and at [www.wsc.edu](http://www.wsc.edu)). Each student should complete and sign a Billing Authorization/Payment Agreement available from Business Services or on the Wayne State College website. Wayne State College can only release a student’s account information to those persons specifically listed on the Billing Authorization/Payment Agreement.

Specific payment due dates are published for each semester by the Business Services Office. Typically, all amounts due for a semester are to be paid in full on or before the sixth day of classes (2nd day of the summer term). Any charges to the student's account after the sixth day of classes (2nd day of the summer term) are due immediately. This includes charges due to dropping or adding a course, fines or other fees or charges. Wayne State College does accept enrollment in the WSC Payment Plan as payment in full; see more information on this payment option below. If you cannot make payment in full on or before the sixth day of classes (2nd day of the summer term) due to pending financial aid or other issues please contact the Business Services Office directly at 402-375-7224 to make acceptable payment arrangements.

If payment of tuition and fees is not made as required, Wayne State College reserves the right to assess non-payment or other fees, cancel student's registration/enrollment (administrative withdrawal), residence hall and meal plan, and/or place a hold on all student records. If a student is administratively withdrawn, a \$100 reinstatement fee will be added to the student's account and the student must obtain their instructors' approval to be reinstated into classes. An appeal for administrative withdrawal reinstatement must be granted before the end of the next regular semester. Wayne State College accepts the following forms of payment: Cash or check; e-check; Credit Card (MasterCard, Visa, Discover); WSC Payment Plan (see more information below); Financial Aid (federal or state); Third Party Billing (see more information below). Contact Business Services at 402-375-7224 to discuss any other payment arrangements.

### **Statements of Account**

Wayne State College Business Services will send notification monthly to students (via their willy e-mail account) as long as there is an account balance due. Statements of Account are also available via internet through Wayne State College's Wildcats Online system. The Statements of Account itemizes the student's financial obligation to Wayne State College including tuition, fees, and other charges that may occur from time to time. The Statement of Account also lists any credits due the student for the current semester, such as for financial aid or payments received. Except as

Except as otherwise agreed under applicable payment plans, payment is due on the specified due date. Non-payment and late fees will apply to all accounts not paid in full by the due date.

**Wayne State College Payment Plan**

Students may pay in installments by signing up for the various options under the Nelnet payment plan. This plan provides easy online enrollment and flexible monthly payment plan options with no interest. There is a fee to enroll in this plan. Nelnet accepts automatic bank payments and payment by credit card/debit card. For more information or additional help you can call Wayne State College Business Services at 402-375-7224 or Nelnet at 800-609-8056.

**Third Party Billing**

Wayne State College also accepts payments from outside sources that have formally agreed to pay tuition and fees for an eligible student. These organizations include, but are not limited to the Veterans Administration, Vocational Rehabilitation, National Guard, and Americorp. Contact Business Services for more information.

**Refund Schedule**

Refunds are made according to the following schedule for **complete withdrawal from college** (not for each individual course). **Fees are non-refundable after the 100% refund period. When a student withdraws completely from Wayne State College, federal financial aid such as Pell Grant or Stafford Loans may have to be returned to the government and result in the student owing a bill to Wayne State College.**

During the official period when classes may be added or changed, all tuition and fees for hours dropped will be refunded. The final date of this period is published in the class schedule each semester and summer session and is strictly followed. After this period, the refund schedule applies only in the event of complete withdrawal from college. After fee payment, room and meal plan charges will not be refunded to a student who relinquishes a residence hall room before the end of a contract period. If a student withdraws completely from Wayne State College, room and meal plan charges will be prorated through the last day of the week in which the student officially moves out of the residence hall.

Tuition Refund Amount	Fall & Spring Semesters	May Session (3 wks)	June & July Sessions (5 wks)
100% Refund	During Weeks 1 & 2	During Days 1 & 2	During Days 1 & 2
50% Refund	During Weeks 3 & 4	During Day 3	During Days 3 & 4
25% Refund	During Weeks 5 - 8	During Days 4 - 7	During Days 5 - 9
No Refund	After 8th Week	After the 7th Day	After the 9th Day

**Common Body of Knowledge (CBK)**

Each student is expected to have satisfactorily completed the following courses or their equivalent at the undergraduate level or :

**Semester credit hours:**

Accounting .....	3
Corporate Finance .....	3
Economics .....	3
Law.....	3
Management .....	3
Marketing .....	3
Statistics.....	3

While each candidate who is accepted in the MBA program must be responsible for the Common Body of Knowledge subject matter, reasonable flexibility in the administration of the program is observed. Each student’s background is considered so that a program can be built upon undergraduate work in business, arts and sciences, engineering, and certain other fields. Professionals with extensive business experience are encouraged to complete online tutorial classes to clear up any missing course deficiencies through <https://www.mbaprepworks.com/login/index.php>. The process in this evaluation is as follows:

1. The MBA office will evaluate the student transcripts for CBK deficiencies
2. Deficiencies will be noted, the student will be notified, and then directed to go to the Ivy Software site to take a **preliminary exam** in the appropriate deficiency area(s) (no cost). To access these exams e-mail [mba@wsc.edu](mailto:mba@wsc.edu) noting which exams needing to be taken.
3. If the student does not pass the preliminary exam, they will purchase an **online tutorial course** from Ivy Software (\$60/subject area), study the material and take the follow up test.
4. When a student has passed a preliminary exam or online tutorial course, they should notify the MBA Office. Verification will then take place and the CBK deficiency will then be removed.

## Program of Study

MBA Core\* (all courses required)—24 hours

BUS 608 Financial Administration (3)  
 620 Managerial Communications (3)  
 625 Decision Science (3)  
 650 Managerial Economics (3)  
 652 Management Accounting (3)  
 656 Marketing Administration (3)  
 690 Seminar in Organizational Behavior (3)  
 692 Administrative Policy (3)

MBA Electives—6 hours

TOTAL—30 credit hours

### MBA Core Classes

#### **BUS 608 Financial Administration (3)\***

Prerequisites: CBK accounting and finance. A study of financial decision making in the firm; development of a decision-making framework for determining the most efficient allocation of resources within the firm; emphasis placed on the analysis of capital investment projects, long-term sources of funds and short-term financing problems.

#### **BUS 620 Managerial Communication (3)\***

Application of principles of communication to the managerial setting. The course investigates the influence of organizational climate, manager's style and use of motivation on the communication process. Communication strategies appropriate to business reports, speeches, interviews, and conferences are explored along with emphasis on managerial problems with employee communication and conflict management. The course includes a focus on methods of analyzing and resolving communication problems.

**BUS 625 Decision Science (3)\***

Prerequisite: CBK statistics. Underlying structure of decision-making problems identified, modeled and analyzed. Topics include sampling methods, regression techniques, time series analysis, forecasting, linear programming, market share analysis, production planning, queuing processes, simulation and the use of the computer to solve decision-making problems.

**BUS 650 Managerial Economics (3)\***

Prerequisite: CBK economics. Application of microeconomic theories in private and public decision-making including an analysis of market structure and its effect on price and output determination. The course incorporates a global perspective and estimation of econometric models for business, government and non-profit organizations.

**BUS 652 Management Accounting (3)\***

Prerequisite: CBK accounting. An examination of management uses of accounting data with particular reference to decision-oriented cost classification, methods of cost estimation, data appropriate for decision models, standards and controls, and special problems.

**BUS 656 Marketing Administration (3)\***

Prerequisite: CBK marketing. A study of concepts useful in understanding marketing systems and buyer behavior and developing skills in making marketing decisions. Topics include marketing strategy, decision models, market segmentation, promotional strategy and product management.

**BUS 690 Seminar in Organizational Behavior (3)\*\***

Prerequisite: CBK management. Examination and analysis of the organization as a social system and the impact of its various components on work attitudes and behavior; topics include the development of organizational structures, organizational effectiveness, decision making and policy formulation, leadership and change.

**BUS 692 Administrative Policy (3)\***

Prerequisite: All CBK courses and/or foundation courses and satisfactory completion of 24 credit hours in the MBA program or approval of the MBA director. Analysis of policy formulation and implementation from a company-wide standpoint; emphasis on integration of knowledge and approaches across functional areas; both endogenous and exogenous factors that affect company policies; and the role of the firm in society.

**\*Offered every Fall and Spring Semester**

**\*\*Offered every Fall and Spring Semester and in every year in summer session.**

**MBA Electives****BUS 610 Managing in Turbulent Times (3)**

This course integrates concepts from General Systems Theory, systems dynamics, and management to present a comprehensive picture of adapting an organization to a turbulent environment. Included will be concepts from demographics, diversity, political and social arenas.

**BUS 627 Ethics in Leadership (3)**

This course will examine classic cases of business and industry. As part of thorough analysis, the course considers firm actions within an ethical framework. The class will also discuss what we can learn about the traits of ethical leadership. The development and implementation of an ethical code and the need for continual ethical training is explored. As a backdrop to this discussion, the student will complete an assessment of his/her ethical character traits.



**BUS 628 Dispute Resolution Management (3)**

This course is designed to give students an overview of alternative dispute resolution. Students will explore negotiations, a process that helps individuals and organizations settle disputes. Students will examine their personal style of management and their unique approach to conflict. This course uses case studies, simulation and role-playing to explore concepts of interests, collaboration, mediation and non verbal communications. Students will grow in their ability to anticipate the needs of their audience.

**BUS 629 Government & Industry (3)**

This is a course that explores the nature and consequences of the interaction between business and government. The course examines the way in which government regulates the marketplace and influences the way businesses make decisions. Specifically, the course examines how the Constitution permits the government to regulate business and how it does so in the areas of business formation, finance, marketing, the development of competitive strategies, accounting, and management of employees and resources in both domestic and international environments. The course also looks at ethical decision-making and the social responsibilities of business entities.

**BUS 632 Information Systems Technology and Management (3)**

Prerequisite: CBK management or BUS 509. A course that addresses the operational, tactical, and strategic considerations associated with information systems within organization subunits, within an organization, and between organizations. Emphasis is placed on the relationship between organizations and their information systems. Cross-listed as CIS 632.

**BUS 651 International Business (3)**

The course addresses the following topics: international business trends; the cultural, political, legal, financial, and economic environment of international business; managing business functions in an international setting; the impacts governments can have on international business.

**BUS 660 Coaching Business Champions (3)**

This course examine organizational coaching as an intervention to improving individual and organizational performance. Students are introduced to the practice of coaching and coaching conversation models, as well as coaching-related skills. Ethical dilemmas that can arise in coaching individuals will also be discussed.

**BUS 665 Leadership Seminar (3)**

This course provides students with context and background for the consideration of leadership from multiple perspectives. The course explores leadership theory and practice. Special emphasis is placed on the translation of theory into practice. The evolution of leadership thought, situational leadership, and the future of leadership are also explored.

**Tentative Elective Course Rotation**

BUS 660 Coaching Business Champions Fall 2017

BUS 629 Government & Industry Fall 2017

BUS 628 Dispute Resolution Management Spring 2018

BUS 651 International Business Spring 2018

BUS 665 Leadership Seminar 1st Session of Summer 2018

BUS 627 Ethics in Leadership 2nd Session of Summer 2018

**Tentative Core Class Summer Rotation**

**Summer 2018**

BUS 620 MANAGERIAL COMMUNICATIONS (3)

BUS 625 DECISION SCIENCE (3)

BUS 652 MANAGEMENT ACCOUNTING (3)

BUS 656 MARKETING ADMINISTRATION (3)

BUS 692 ADMINISTRATIVE POLICY (3)

**Summer 2019**

BUS 608 FINANCIAL ADMINISTRATION (3)

BUS 620 MANAGERIAL COMMUNICATIONS (3)

BUS 650 MANAGERIAL ECONOMICS (3)

BUS 690 SEMINAR IN ORGANIZATIONAL BEHAVIOR (3)

**Program of Study**

In the term of enrollment immediately prior to the term of graduation, a finalized program of study form will be completed indicating the courses that have been agreed upon and approved by the advisor. A preliminary program of study must be filed to have transfer credit accepted. All elective courses included in the program of study must be approved by the student's advisor upon transfer or prior to course enrollment. Unapproved electives may not be included in the student's program.

The graduate student must complete at least 50% of the course work from WSC to meet the residency requirement.

**Course Prerequisites**

Students are not allowed to enroll for courses unless they have satisfied the necessary course prerequisites. The student should review the appropriate catalog descriptions and the following chart for prerequisite requirements:

**MBA Graduate Course Associated Common Body of****Knowledge (CBK) Prerequisites**

BUS 608: CBK Accounting, Corporate Finance

625: CBK Statistics

650: CBK Economics

652: CBK Accounting

656: CBK Marketing

690: CBK Management

692: All common body of knowledge and/or foundation courses and 24 hours completed in the MBA program

**Program Format**

The MBA program is a 100% online program with no required visits to campus. The interface used for the online courses is Sakai which is found in the students e-campus interface once they have logged on with their login and password.

**Class Format**

The classes all differ in the activities and format. However, the types of learning activities used throughout the program are: PowerPoint's, instructor lecture notes, written assignments, quizzes, essay testing, multiple choice testing, cases, group work and papers.

**Governance**

The WSC MBA program is governed by the applicable information contained in the WSC Graduate Catalog. Students should review this catalog for general graduate program information.

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