

BUSINESS ADMINISTRATION

Lewis University Accelerated Programs

Lewis University provides adult students an opportunity to complete a college degree with a learner-centered, accelerated delivery format compatible with their needs and lifestyles. Most three-semester credit hour courses are completed in eight-week sessions. On-ground classes meet one night per week. Courses are offered online also.

Academic focus is on the integration of theory and practice emphasizing application, analysis and synthesis through collaborative learning experiences. Through small class size, group interaction and one's unique life experiences, the classroom becomes a dynamic environment in which each student is an active participant.

Lewis faculty are prepared as teachers, scholars, researchers and practitioners. In the adult classroom, they serve as coaches, role models and facilitators. Faculty hold a master's or doctoral degree, providing a rich blend of academic knowledge in their discipline with practical, professional experience.

The College of Business has three comprehensive purposes:

- To help students understand the function of business in the development and stability of local, national and international societies;
- To assist students in their mastery of the knowledge and skill necessary for careers in business; and
- To instill in business graduates capabilities for quality decision-making and leadership, with an ethical sensitivity and sense of justice and social responsibility.

Business Administration

Business Administration majors will acquire an in-depth understanding of business functional areas such as marketing, finance, economics, business ethics, organizational behavior and supervisory management. The Business Administration curriculum assists majors in building a set of business skills and knowledge that will enhance their career mobility and confidence.

The College of Business programs are accredited by the prestigious Accreditation Council for Business Schools and Programs (ACBSP).

Program Entrance Requirements

To be admitted, adult students should have:

- Earned a minimum of 30 semester hours of transferable credit at a regionally accredited post-secondary institution which includes College Writing I (or equivalent);
- Earned a minimum of 2.0 (4.0 scale) cumulative transfer grade point average (higher for some majors) based upon all transferable courses;
- Demonstrate evidence of significant work experience or military training;
- Credits earned through PLA cannot be used for satisfying the transfer credit hour requirement for admission into an accelerated degree program.
- Write a personal statement outlining a plan for achieving success in an adult accelerated program at Lewis University.



BUSINESS ADMINISTRATION

CURRICULUM

General Education (30 credit hours)

- College Writing 1 (3)
- College Writing 2 (3)
- Introduction to Human Communication (3)
- Natural Science (3)
- Natural Science (3)
- Social Science (3)
- Social Science (3)
- Fine Arts/Humanities (3)
- Fine Arts/Humanities (3)
- Fine Arts/Humanities (3)

Mission-Related Courses (9 credit hours)

- Christian Ethics (3) OR Ethics (3)
- Cultural Diversity and Intergroup Relations (3)
- Theology (3)

Two of the above Mission-based courses must be taken at Lewis.

Core Courses (40 credit hours)

- Principles of Accounting 1 (3)
- Principles of Accounting 2 (3)
- Principles of Management (3)
- Business Law 1 (3)
- Finite Mathematics (3)
- Business Communication in the Digital Age (3)
- College of Business Seminar (1)
- Basic Macroeconomics (3)
- Basic Microeconomics (3)
- Principles of Finance (3)
- Introduction to Information Systems (3)
- Business Statistics (3)
- Decision Science (3)
- Principles of Marketing (3)

Major Courses (24 credit hours)

- Current Issues in Management and Business Ethics (3)
- Government and Business (3)
- Human Resource Management (3)
- International Business (3)
- Organizational Behavior (3)
- Service Management (3) OR Introduction to Entrepreneurship OR Principles of Project Management
- Strategic Management: Theories and Applications (3)
- Supervisory Management (3)

General Electives (25 credit hours)

Any college level course taken at Lewis University or meeting transfer requirements.

Degree Requirements

- Successful completion of a minimum of 128 semester credit hours.
- Completion of 32 semester graded credit hours at Lewis University including four upper division core courses and/or major courses (12 semester credit hours.)
- Achievement of an overall grade point average of at least 2.00 ("C") for all courses taken at Lewis University and a 2.20 average for the foundation and major area courses.
- Completion of Major Field Test. *The Major Field Test (MFT) is an assessment exam that has a requirement for graduation. The College of Business has ACBSP accreditation with the expectation that all graduating students are assessed. The MFT is a three-hour online proctored exam, which is held on campus. Students have access to view a review workshop in Blackboard. There is no tuition charge or credit earned for this exam. Scores are confidential and do not affect graduation.*

MBA FastTrack

This program allows qualified undergraduate Business Administration majors to complete their MBA with an additional 30 credit hours. To qualify, a minimum of 64 undergraduate credit hours must be completed at Lewis University and a minimum of 3.00 GPA is required for ALL undergraduate coursework, including transfer credit, with no grade lower than a "B-" in any course.

COURSE DESCRIPTIONS

Major Courses

Current Issues In Management: Students study current management issues using various techniques in a seminar setting. Emphasis is on student participation and integrating knowledge gained from previous management courses. This course should be completed as one of the student's final business courses. *Prerequisite: Principles of Management, and Senior status.*

Government and Business: Anti-trust laws and their relation to the Federal Trade, Federal Power, and Federal Aviation Commissions; the antitrust division of the Justice Department; and changing attitude of the courts and the effect or regulation of business activity. *Prerequisite: Basics of Macroeconomics, and Basics of Microeconomics.*

Human Resource Management: Personnel recruiting, selection, orientation, placement, training and development; performance evaluation; wage and salary administration; employee benefits; and safety and health issues. *Prerequisite: Principles of Management.*

International Business: An introduction to the challenges and opportunities of managing a business internationally (human resource management, marketing, accounting, finance, etc.) within the context of a global environment (political, economic, cultural, technological, competitive, and financial forces.) Introduces the different types of international and marketing entry strategies, cases and research projects. Emphasis on student participation and the integration of knowledge and skills learned in other courses. *Prerequisite: Principles of Management, Principles of Marketing, Principles of Finance, and Basic Macroeconomics.*

Introduction to Entrepreneurship:

Introduction to each of the functional areas of an entrepreneurial business, including marketing, accounting, finance, operations, human resources management, and business operations. The course is designed to help students appreciate the interrelationship of these business functions and, understand how they operate in an entrepreneurial start-up business. It covers such topics as the challenges of entrepreneurship, building your brand, forms of ownership and pricing.

Organizational Behavior: Human behavior in the organization and how it affects and is affected by management; organizational psychology; corporate culture; and individual, group, and intergroup relationships. *Prerequisite: Principles of Management.*

Principles of Project Management: In this course we will define the attributes of a project, the steps involved in the project management process, the benefits of project management, the project life cycle, and what makes projects successful. The key roles of the Project manager will be presented. The student will obtain knowledge, skills, tools, and techniques to satisfy the expectations of the project stakeholders. Knowledge areas presented will include project planning, definition of scope, estimating and controlling of time and costs, quality assurance, human resource management, the creation, collection, and distribution of information, risk management, and procurement. *Prerequisite: Introduction to Information Systems.*

Service Management: Managing a value-added service business; customer expectations of service and quality; use of the Internet and related technology to transform businesses; interplay between managerial, personnel, and technology issues that will shape the future of business; identification of emerging forms of business models observable on the Web; and analysis of management practices using case studies. Entrepreneurship and franchising are also covered in this course. *Prerequisite: Principles of Management.*

Strategic Movement: Theories and Applications: Strategic management process, E-Business; analysis, implementation, and evaluation; emphasis on developing strategic thinking and defending strategic change; case method used; and qualitative and quantitative analysis of financial ratios for management decision-making; a capstone course to be completed as one of the student's final business courses. *Prerequisite: Principles of Accounting 2, Human Resource Management, Introduction to Information Systems, and Senior status. Corequisite: International Business.*

Supervisory Management: Skill building course stressing supervisory competencies: self-assessment, time, and stress management, creative problem solving, motivation and performance, conflict management, power and influence, and team building. Emphasis is on in-class group exercises. *Prerequisite: Principles of Management.*

Scores are confidential and do not affect graduation.

Minors are also available in:

- Computer Information Systems
- Information Security and Risk Management.

Note: Material herein is subject to change.

See catalog/schedule for prerequisites.



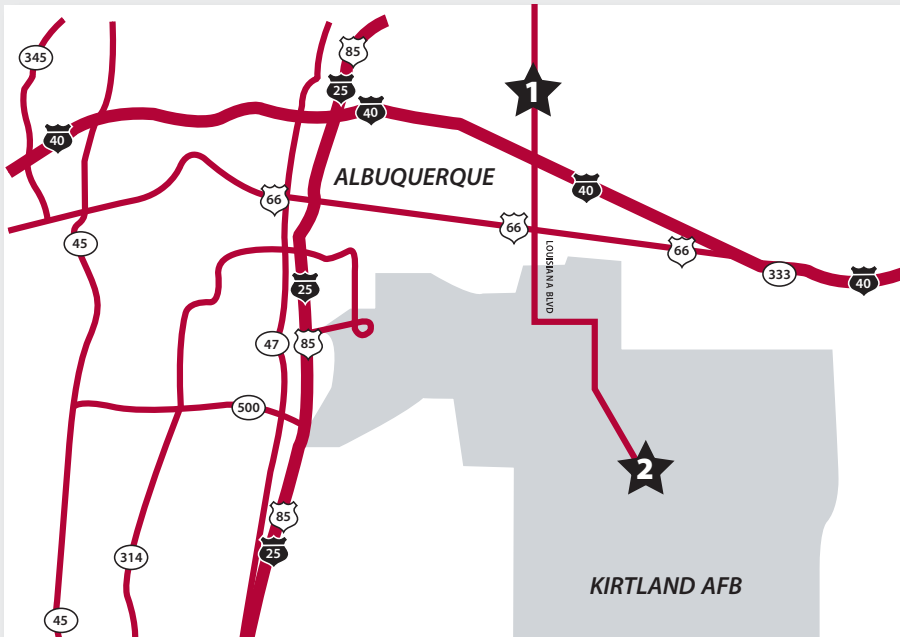
LEWIS UNIVERSITY ALBUQUERQUE

Sponsored by the De La Salle Christian Brothers

Lewis University-Albuquerque is a private, non-profit, Catholic university where the traditions of liberal learning and preparation for professional life give the university its educational identity and mission focus.

The Lewis main campus is located in Romeoville, Ill., 30 minutes southwest of Chicago. For seven consecutive years, Lewis has been named one of the “Best Colleges” by *U.S. News & World Report* and received recognition from *The Princeton Review*.

Sponsored by the De La Salle Christian Brothers, Lewis University has a long and successful history in providing adult students an opportunity to complete a college degree with a learner-centered accelerated delivery format compatible with their needs and lifestyles. The Christian Brothers have been teaching in New Mexico since 1859 and Lewis continues that educational mission in the Albuquerque region.



1 2440 Louisiana Blvd. NE
Albuquerque, NM 87110-4383
(505) 25-LEWIS

2 Kirtland Education Center
1900 Wyoming Blvd. SE
Kirtland AFB, NM 87117-5604
(505) 26-LEWIS

lewisu.edu/albuquerque

