Master of Business Administration

PURPOSE OF THE PROGRAM (MBA)

The Master of Business Administration degree is a thirty credit hours online program taught by academic and business-experienced faculty. Learners can complete the program in one year. The program aims to empower adult learners who hold middle-level positions and want to advance to a higher responsible job, assume an administrative role, enhance their skills beyond their current training, upgrade existing skills, or increase employability. The program prepares learners for a complex business environment due to innovations and reliance on high technology, changing workforce, dependency on the global supply chain, and ever-changing ethical and regulatory requirements. As a result, businesses now require versatile personnel with skills that require training beyond a baccalaureate degree. Thus, Jarvis Christian College MBA degree meets those burgeoning business needs by enhancing students' competitive advantage. Courses explore managerial, leadership, technical theories, and practices applied in the workplace

The program admits individuals with business and non-business undergraduate degrees, requires no letters of recommendation and waives the GMAT requirement.

ADMISSION

The MBA admission committee evaluates each application on an individual basis. Admission is granted only to those individuals who demonstrate the potential for success. The committee's decision relies on the applicant's previous academic records and work experience. In addition, significant business experience may indicate an individual's ability to complete the program.

To qualify for admission to the MBA program, applicants must meet the following criteria:

Full Admission

1. Complete an application for admission, and pay a non-refundable application fee of fifty dollars

2. Hold at least a bachelor's degree from a regionally accredited institution of higher learning
3. Have a 2.75 or above undergraduate GPA
4. Provide official academic transcripts from previous colleges or universities studied.
5. Submit an essay on why they want to pursue an MBA program.
6. International students are required to submit the Test of English as a Foreign Language (TOEFL) with a score of 510

Conditional Admission
Students who do not meet the standard admission criteria can be admitted on a conditional basis at the discretion of the Dean of Graduate School. Conditional admission is on a case-by-case basis.

GENERAL INFORMATION

ADVISEMENT

Advisors are assigned to each student after approval for admission into the MBA program.

A student whose semester or cumulative grade point average (GPA) falls below a 3.0 GPA will be placed on academic probation. The student will have one additional semester to regain good standing by restoring their graduate cumulative GPA at or above a 3.0 minimum. Consequently, a student will receive a termination letter from the MBA administration if they do not fulfill the requirements to remain in good standing for two consecutive semesters. The student will have an option to appeal the dismissal from the graduate program through an appeal to the Dean of Graduate School for reinstatement.

ACADEMIC GRADES

The following grades are used in the graduate program: A, B, C, D, F, I (Incomplete), or W (Withdrawal). Students in the MBA Program must earn an overall average of "B" or higher in all graduate work toward the degree. Two "C's" and one "D" or "F" grade will result in automatic dismissal from the MBA program. Students dismissed from the program may re-apply after one year of self-

development. Any student withdrawn twice shall no longer be accepted into the program.

Exit Examination (Major Field Tests)
MBA graduates must take a Major Field Test before completing the graduate program. The exam measures the level of competency in the functional areas of business. In addition, it determines the extent to which student learning outcomes of the program have been achieved.

LOAD LIMIT

A full-time student course load is six hours per eight-week session semester.

TIME LIMIT

The degree must be completed within six calendar years from the time of initial enrollment into the graduate program

TRANSFER OF CREDIT

Applicants can transfer a maximum of six graduate credit hours from an accredited institution provided the following conditions are met:

1. Each course has a grade of a B and above
2. The credits were earned within five years from the time the student enrolled in the MBA program; and
3. The MBA Program Director approves the transfer request.

CURRICULUM

The MBA program will offer courses every eight weeks. Students are permitted to enroll in up to two classes every eight-week session. It is estimated that students will complete the thirty credit hours' degree requirements in ten to twelve months. Below is a list of the courses in the program.

MBA COURSES

MBA Core Courses (Eight Courses):

- ACCT 5505 Accounting Analysis for Decision Making (3 hrs.)
- BUSI 5510 Strategic Information Systems and Quantitative Approach for Decision Making (3 hrs.)
- ECON 5510 Managerial Economics (3 hrs.)
- FINA 5515 Financial Management (3 hrs.)
- MGMT 5520 Contemporary Management and Organization Behavior (3 hrs.)
- MARK 5530 Marketing Strategy (3 hrs.)
- BUSI 5590 Ethics & Social Responsibility (3 hrs.)
- MGMT 5599 Strategic Management (Capstone, 3 hrs)

MBA Elective (Choose two courses from the list below)

- MGMT 5526 Human Resources Management (3 hrs.)
- MGMT 5530 Leadership (3 hrs.)
- MGMT 5535 Global Business Environment (3 hrs.)
- MGMT 5550 Innovation and Entrepreneurship Management (3 hrs.)
- MGMT 5555 Operation Management (3 hrs.)

MBA: Curriculum – Course Descriptions

ACCT 5505: Accounting Analysis for Decision Making (3 hrs.)
The course teaches accounting reporting and the use of accounting information in aiding management in decision making.

BUSI 5510 Strategic Information Systems and Quantitative Approach for Decision Making (3 hrs.)
The course uses quantitative analysis to instruct the effective planning and deployment of information technology [IT] in management processes. It also examines the alignment of IT and data processing in creating business value. The course uses information systems cases related to data analysis to provide practical applications of IT, emphasize e-business integration, highlight knowledge management, and underscore emerging information technologies. It also examines business process analysis, IT portfolio management, online analytical processing, and data mining application tools.

BUSI 5590 Ethics & Social Responsibility (3 hr.)
The course analyzes ethical standards, concepts, principles, and practices prevailing in business environments. It combines the theoretical foundations associated with a business start-up with the conduct of entrepreneurial activities related to accountability and the social environment. Specifically, the course includes: (1) provide students with generalizable information to act in the best interest of shareholders, other stakeholders, and society as a whole; (2) provide students with ethical principles as applied to particular situations of business and the ability to make informed judgments; and (3) Differentiate the ability to extrapolate strategies concerning corporate ethics and governance.

ECON 5510: Managerial Economics (3 hrs.)
The course is a study of the individual firm apart from the entire industry. The topics include the pricing process, the nature of the market, changes in the prices of the agents of production used by the individual firm, problems and policies of business planning, forecasting dynamics, conditions, and business risks.

FINA 5515: Financial Management (3 hrs.). ***Prerequisite ACCT 5505***
The study of a financial manager's role in financial planning, acquiring, and managing funds.

MGMT 5520 Contemporary Management and Organization Behavior (3 hrs.).
The course centers on managerial principles, functions, and practices, emphasizing theories related to contemporary issues and their implications in understanding individuals' and groups' behavior in organizations to prepare effective managers within an organizational context. Topics include individual differences in motivation, perception, culture and learning style, group and organizational dynamics, and the impact of organizational structure and culture on behavior. In addition, leadership techniques for influencing other corporate members, creative problem-solving and decision-making, ethics, and values-based managing are covered. Finally, this course helps students relate fundamental theories, concepts, and techniques to real-world situations through the extensive use of case studies.

MGMT 5526 Human Resource Management Prerequisites (3 hrs.):
Develops student competencies for comprehending and performing HRM tasks that integrate HRM functions in support of the organization's strategic planning and implementation processes in areas such as job analysis, selection and placement, training and development, performance evaluation and management, compensation of organizational members, meeting/exceeding legal and ethical standards of workplace safety, fairness and security in the presence and absence of unions.

MGMT 5530 Leadership in Organization (3 hrs.)
The purpose of this course is to differentiate the process of effective decision making, create better teams, and develop leadership skills and knowledge conducive to a positive working atmosphere

MGMT 5535 Global Business Environment (3 hrs.)
The course provides an overview of the global business environment. The course explores the international marketplace's economic, institutional, and cultural context. It also examines how these factors affect public policy and business decision-making.

MGMT 5550 (3 hrs.) Innovation and Entrepreneurship Management (3 hrs.)
This course aims to analyze the many dimensions of new venture creation and growth. In addition, the students will study formulation and implementation issues related to conceptualizing, developing, and managing successful new ventures. The emphasis of this course is on applying and synthesizing concepts and techniques from functional areas of strategic management, finance, accounting, managerial

economics, marketing, operations management, and organizational behavior in the context of new venture development.

MGMT 5555 (3 hrs.) Operations Management (3 hrs.)
The course demonstrates elements of project management. The students will analyze the scope, time, cost, quality, human resources, communication, and procurement management and develop a comprehensive project plan. In addition, the course emphasizes elements associated with operations management in planning, organizing, and supervising merchanding, manufacturing, and services enterprise.

MGMT 5595 (3 hrs.) Strategic Management (capstone) (3 hrs.)
Prerequisites: *Graduate standing*
Using cases that illustrate students ' strategic decision-making skills, the course integrates prior learning in leadership, organizational policy, accounting, financial, marketing, IT, and quantitative analysis.