

# BUSINESS ADMINISTRATION (BUAD)

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## **BUAD 1111. Pga/Pgm Professional Dev Lab. 1 Hour.**

This course is designed to guide students through the completion of the Level 1 materials of the PGA of America Professional Golf Management Program. Only available to students enrolled in the PGA/PGM program. May be repeated for a maximum of 4 academic credit hours.

## **BUAD 1301. Bus Prin in Intrnatl Envrnmnt. 3 Hours.**

A survey course of all the major business disciplines with an emphasis on helping define career objectives and supporting academic interest areas. An overview of what is involved in accounting, marketing, management, legal aspects of business, economics and finance. An ideal choice for non-business majors wanting to learn of opportunities in business and how to pursue them. Not open to business majors with junior or senior standing.

## **BUAD 1305. Electronic Communications Tech. 3 Hours.**

This course is designed to develop student proficiency with business software. These skills include producing properly formatted business documents and reports, creating computerized spreadsheets for problem-solving and decision-making, and as a tool for preparing effective presentations.

## **BUAD 2189. Pga/Pgm Internship. 1 Hour.**

A course designed to provide the student with an initial opportunity to apply academic skills in a practical work environment as required to complete the PGA/PGM Program. (See Internship Coordinator prior to enrolling.) All internships must be approved in advance in order to receive credit. The course may be repeated for a maximum of 2 hours of academic credit and is only available to students enrolled in PGA/PGM program.

## **BUAD 2301. Business Legal Environment. 3 Hours.**

This course covers legal environment from a "preventive law", practical perspective. Specific subjects include: Litigation, Alternative Dispute Resolution, Torts, Business Organizations, Real and Personal Property Law. The course provides an introduction to Environmental Law, Consumer Law, Securities Law, Human Resources Management Law (Labor Law), and Marketing Law (Anti-Trust).

## **BUAD 2321. Dsgn/Presentation Bus.Projects. 3 Hours.**

The course focuses on the design and presentation of business information using current technology to enhance communication. Theory and principles are studied as they apply to the development of competency informal business speaking.

## **BUAD 2399. Pga/Pgm Internship. 3 Hours.**

## **BUAD 3169. Adv Pga/Pgm Professional Dev. 1 Hour.**

This course is designed to guide students through the completion of the Levels 2 and 3 materials of the PGA of America's Professional Golf Management Program. Only available to students enrolled in the PGA/PGM program. May be repeated for a maximum of 4 academic credit hours.

## **BUAD 3189. Pga/Pgm Internship III. 1 Hour.**

A course designed to provide the student with additional opportunity to apply academic skills in a practical work environment as required to complete the PGA/PGM Program. (See Internship Coordinator prior to enrolling.) All internships must be approved in advance in order to receive credit. The course is only available to students enrolled in PGA/PGM program.

## **BUAD 3330. Office Application System. 3 Hours.**

A study of the design and implementation of desktop publishing as a part of the management information system, with an emphasis on hands-on applications at the computer to develop proficiency level skills.

## **BUAD 3335. Business Communication. 3 Hours.**

This course focuses on communication as a management tool in business with emphasis on the logical development of routine messages and formal reports.

**Prerequisite:** ENGL 1302.

## **BUAD 3336. Successful Workplace Relations. 3 Hours.**

This course is designed to provide the foundation for the development of successful workplace relationships. The course includes an overview of social and emotional intelligence skills that are most commonly used by successful business professionals. Skills are introduced for managing personal ethics, conflict, and trust, which are essential for managing and leading in the business environment. Credit: 3.

## **BUAD 3338. Entrepreneurial Law. 3 Hours.**

## **BUAD 3345. Entrepreneurship I- Startup. 3 Hours.**

Provides an overview of theories of entrepreneurship, the process of creating wealth, and public policies that encourage new venture formation and economic growth.

## **BUAD 3355. Business Law. 3 Hours.**

The focus of this course is on areas of modern commercial law as needed by business professionals in conducting business transactions in buying and selling goods and services. Common Law Contracts and negotiation strategies are presented. An examination of the Uniform Commercial Code includes Sales Law, Leasing, Commercial Paper - Negotiable Instruments, Commercial Storage and Distribution of Goods, and Transfer of Securities. Creditor's rights and U.S. Federal Bankruptcy Code are also covered.

## **BUAD 3357. Financial Compliance and Regulations. 3 Hours.**

This course covers current financial and banking industry regulations critical to effective financial and banking management. Emphasis will be placed on how to create a compliance program that is in accordance with both state and federal regulatory agencies.

**Prerequisite:** Junior standing.

**BUAD 3360. Human Resources Mgt Law. 3 Hours.**

Designed for those seeking management positions and human resource management specialists, this course covers employment law with particular emphasis on Federal Laws on discrimination, compensation and promotion issues, worker safety, and employment benefits. Taught from a preventive law? perspective, students acquire skills needed to keep abreast of the changing legal environment for employers and employees. Sexual harassment, affirmative action, workers compensation, worker safety and practical overview of employment manuals and procedures provide valuable information for future employees, managers or business owners.

**BUAD 3365. Real Estate Law. 3 Hours.**

This course covers the legal aspects of real estate including the legal principles and legal instruments used in real estate transactions.

**BUAD 4080. Independent Study. 1-3 Hours.**

An opportunity for the student to design a course, perhaps on a topic not offered or to more deeply investigate a subject of personal interest. A faculty member will be teamed up on a one-to-one basis to customize a project. Variable Credit (1-3).

**Prerequisite:** Consent of the department chair.

**BUAD 4085. Special Topic. 1-3 Hours.**

This course of faculty-led study is designed to provide undergraduate students exposure to new General Business topics and concepts in a course setting. Variable credit (1-3).

**BUAD 4111. Professional Development. 1 Hour.**

A course to prepare students for the professional job search and for professional conduct on the job so individuals can advance in their chosen careers.

**BUAD 4289. Pga/Pgm Internship IV. 2 Hours.**

A course designed to provide the student with an opportunity to apply advanced academic skills in a practical work environment as required to complete the PGA/PGM Program. (See Internship Coordinator prior to enrolling.) The course is only available to students enrolled in PGA/PGM program.

**BUAD 4325. Negotiation in Business. 3 Hours.**

The focus of this course is effective business negotiation. Students will plan and execute negotiations in and outside the classroom. The course includes an overview of theoretical and tactical skills used to make professional business negotiations, and other elements that are essential for managing and leading in the business environment.

**Prerequisite:** None.

**BUAD 4335. Intercultural Business Comm. 3 Hours.**

This course prepares students for the complex leadership roles and communication tasks they will encounter in an increasingly multicultural, global work environment. The course familiarizes students with the cultural impacts on global business; managing culturally diverse work forces, transitions, relocations, diversity and performance; and explores cultural specifics of various countries.

**BUAD 4340. International Business Law. 3 Hours.**

An overview of the international legal environment from a commercial and entrepreneurial perspective. This course examines the implications of international laws on foreign investment, intellectual property, sales contracts, money and banking, financing of enterprises, labor regulation and hiring, taxation, and dispute settlement.

**BUAD 4345. Entrepreneurship II - Growth. 3 Hours.**

This course covers the growth and harvest/exit phases of an entrepreneurial business. It focuses on the challenges faced by such businesses as they move beyond startup. Students learn how to create value by growing a business profitable, and how to harvest the value through an appropriate exit strategy.

**Prerequisite:** BUAD 3345.

**BUAD 4348. Entrepreneurship III - Cases. 3 Hours.**

Designed for the aspiring entrepreneur or for those who are curious as to how wealth is created in a free market economy, this course provides a practical experience of how to evaluate business opportunities, how ventures are started with little or no capital, how wealth is realized, and how to develop innovative entrepreneurial skills and planning techniques to minimize the cost of experience. By the end of the course, students develop their own Personal Entrepreneurs Plan useful in focusing the direction of their personal careers.

**Prerequisite:** BUAD 3345.

**BUAD 4389. Internship. 3 Hours.**

A course designed to provide the student with an opportunity to apply academic skills in a practical work environment. (See Internship Coordinator prior to enrolling.) All internships must be approved in advance in order to receive credit. The course may be repeated one time for a maximum of 6 hours.