

# College of Business and Public Administration

Steve Light, Interim Dean

## History

A course in Commerce was organized in 1917-1918 as a four-year curriculum within the College of Liberal Arts, with students granted the degree of B.A. (Course in Commerce). A School of Commerce was organized in 1924 as an independent two-year school on a distinctly professional basis. The name was changed in 1955 to the College of Business and Public Administration (CoBPA). The College's undergraduate business programs have been accredited by the AACSB International — the Association to Advance Collegiate Schools of Business — since 1984, and the MBA program has been accredited by AACSB since 1990. The graduate program in Public Administration is independently accredited by NASPAA — the Network of Schools of Public Policy, Affairs, and Administration.

## Mission Statement

*Learn with Passion, Discover with Purpose, Create Lasting Value, and Transform Lives.*

This mission reflects our efforts to expand student learning, improve faculty research and knowledge, strengthen alumni relationships, and become more active stewards in society.

## Five-Year Vision

The College of Business and Public Administration will become a leading institution in contributions to intellectual advancement. The CoBPA is building and enhancing its effectiveness in providing career advisement for its graduates. This will be exemplified through a life-cycle approach — initiation through maturation — to career preparation and management for the career professional. The CoBPA will also be known as a leading institution in experiential learning for entry-level career preparation.

## Curricula in the College of Business and Public Administration

Courses are offered in the College of Business and Public Administration which lead to the degree of Bachelor of Business Administration with majors in **Airport Management, Aviation Management, Banking and Financial Economics, Business Economics, Entrepreneurship, Human Resource Management, Information Systems, Investments, Management, Managerial Finance and Accounting, Marketing, and Operations and Supply Chain Management**. The Airport Management and Aviation Management degrees are offered in cooperation with the John D. Odegard School of Aerospace Sciences. Additionally, separate groups of courses lead to the degrees of **Bachelor of Accountancy, Bachelor of Science in Public Administration, and Bachelor of Arts in Political Science**. Detailed information on all programs may be found in the departmental listings. In order to assist business students preparing for careers in the global economy, the College offers minors in both **International Business and Chinese Studies: Culture and Business** (see Business Administration (<http://und-public.courseleaf.com/undergraduateacademicinformation/departmentalcoursesprograms/businessadministration>)). The College also offers minors in **Information Systems and Operations and Supply Chain Management**. For both business and non-business students, we offer a certificate program in **Entrepreneurship** (see Entrepreneurship (<http://und-public.courseleaf.com/undergraduateacademicinformation/departmentalcoursesprograms/entrepreneurship>)) and **Non-profit Leadership**. Also available to all students are minor programs in **Political Science, Public Administration, Leadership, Nonprofit Leadership, and Sport Business**.

The College of Business and Public Administration also offers a major and minor in **Economics** in cooperation with the College of Arts and Sciences.

The College offers a course that provides an overview of the many areas of focus in business, Introduction to Business (BADM 101). This course provides

a study of business and its environment, organization, operation, and the interrelationships with government and society. Students will become familiar with the American enterprise system and issues facing society today. The Introduction to Business course is open to anyone enrolled at the University and will fulfill a portion of the Social Science Essential Studies requirement.

## Admission

Students apply for admission to the College of Business and Public Administration through the College's Office of Academic Advisement, room 127, Gamble Hall.

Students on probation in other colleges on the UND campus will not be admitted into the College of Business and Public Administration.

## Business

A student pursuing a degree program in business is admitted to the College as a pre-major student. In order to be admitted to a program leading to the Bachelor of Business Administration or the Bachelor of Accountancy degrees, a student must have:

1. Satisfactorily completed the specified freshman/sophomore Pre-Business courses and completed 60 credit hours.
2. Earned at least a 2.50 overall GPA in all courses taken (2.75 for the major in Management).
3. Earned at least a 2.50 overall UND GPA in all courses taken (2.75 for the major in Management).
4. Completed the six Pre-Business Core courses with a grade of "C" or higher.

ACCT 200	Elements of Accounting I	3
ACCT 201	Elements of Accounting II	3
ISBC 117	Personal Productivity with Information Technology	1
ECON 201	Principles of Microeconomics	3
ECON 202	Principles of Macroeconomics	3
ECON 210	Introduction to Business and Economic Statistics	3

## Public Administration

A student pursuing a degree in public administration is admitted to the College under that major. Students are required to maintain at least a 2.50 GPA in courses that apply toward their degree and major.

## Political Science

A student pursuing a Bachelor of Arts degree in Political Science is admitted to the College under that major. Students are required to maintain at least a 2.50 GPA in courses that apply toward their degree and major.

## Specified Pre-Business Courses

The freshman/sophomore Pre-Business courses, and special Pre-Business course requirements related to certain programs, are set forth below:

Course	Title	Credits
<b>Freshman Year</b>		
ENGL 110	College Composition I	3
ENGL 130	Composition II: Writing for Public Audiences	3
MATH 103	College Algebra	3
MATH 146	Applied Calculus I	3
POLS 115	American Government I	3
COMM 110	Fundamentals of Public Speaking	3
PSYC 111	Introduction to Psychology <sup>(see notes)</sup>	3
or SOC 110	or Introduction to Sociology	
or ANTH 171	or Introduction to Cultural Anthropology	
Arts & Humanities Electives		6
Free Elective		3
		<b>Credits</b>
		<b>30</b>
<b>Sophomore Year</b>		
ECON 201	Principles of Microeconomics	3

ECON 202	Principles of Macroeconomics	3
ACCT 200	Elements of Accounting I	3
ACCT 201	Elements of Accounting II	3
ECON 210	Introduction to Business and Economic Statistics	3
Lab Science (see notes)		4
ISBC 117	Personal Productivity with Information Technology	1
Arts & Humanities Electives		3
	Credits	23
	Total Credits	53

### Notes

Students desiring to major in **Airport Management** or **Aviation Management** must take ATSC 110 Meteorology I and ATSC 110L Meteorology I Laboratory for the laboratory science requirement. Students desiring to major in **Information Systems** must take PSYC 111 Introduction to Psychology instead of SOC 110 Introduction to Sociology or ANTH 171 Introduction to Cultural Anthropology. Students desiring to major in **Management, Human Resource Management, or Operations & Supply Chain Management** must take PSYC 111 Introduction to Psychology. In addition, SOC 110 Introduction to Sociology or ANTH 171 Introduction to Cultural Anthropology must be taken in place of the free elective.

## Transfer Credits

Accredited university undergraduate business administration programs normally concentrate the professional courses in the last two years of a four-year program. Only a limited amount of work in business courses is offered below the junior year. The objective of this policy is to permit the student to acquire a foundation of work in the basic arts and sciences as a prerequisite for professional courses in business.

Students desiring a four-year degree are advised to take a majority of their work during the first two years in the arts and sciences, including a strong background in mathematics.

Students planning to take their first two years of work at a junior college should take only those courses in business that are offered as freshman or sophomore courses at the University of North Dakota and should access our articulation agreements for more information. Full lower division transfer credit will be granted for all courses equivalent to those specified for the freshman and sophomore years at the University of North Dakota.

Business administration courses taken at the freshman or sophomore level at another institution which are similar to junior or senior courses offered at the University of North Dakota will be conditionally accepted for transfer credit. Transfer credit is not allowed for MGMT 475 Strategic Management or POLS 495 Senior Colloquium in Political Science and Public Administration, the capstone courses for business degree programs, the public administration degree program, and the political science degree program at UND. Students should contact the College's Office of Academic Advisement with questions regarding courses taken at another institution.

## Degrees and Requirements for Graduation

The degree of B.B.A., Bachelor of Business Administration; B.Acc., Bachelor of Accountancy; B.S.P.A., Bachelor of Science in Public Administration; and B.A.P.S., Bachelor of Arts in Political Science, is conferred upon a student who successfully completes one of the prescribed courses of study in the College of Business and Public Administration. All candidates for graduation must apply to the Registrar within the first four weeks of the semester in which graduation is planned.

All candidates for degrees offered by the College of Business and Public Administration must complete the University's Essential Studies Requirement section and complete the curriculum for at least one major in the College.

### All candidates for B.B.A. or B.Acc degrees must meet the following additional requirements:

1. Be admitted to a business major offered by the College of Business and Public Administration.

2. Earn a minimum 2.50 GPA (2.75 for the major in Management) in all courses that apply toward the degree.
3. Earn a minimum 2.50 GPA (2.75 for the major in Management) in all UND courses that apply toward the degree.
4. Earn a minimum 2.50 GPA (2.75 for the major in Management) in business administration courses that apply toward the degree and major.
5. Earn a minimum 2.50 GPA (2.75 for the major in Management) in all UND business administration courses that apply toward the degree and major.
6. Complete at least half of the business courses that apply toward the degree and major at the University of North Dakota.

**All candidates for the B.S.P.A. and the B.A.P.S. degrees must earn a minimum 2.50 overall UND GPA and 2.50 GPA in courses that apply toward the degree and major.**

## Programs Beyond the Classroom

### Internships

The College of Business and Public Administration, through its internship programs, provides undergraduate students with the opportunity to explore the business world while enrolled at the University. Students desiring internships may apply for placement with a business firm that has a planned learning program of work approved by the College. Each major within the College has an internship coordinator.

### Cooperative Education

Cooperative Education opportunities are available to qualified BPA students. Cooperative Education allows students to both integrate and combine their courses with practical, professional work experience in their chosen field of study. Cooperative Education experiences allow BPA students to secure salaried, career-related work experiences under the supervision of both a sponsoring employer and the appropriate academic faculty, while at the same time receiving academic credit. Students desiring Cooperative Education positions should contact the cooperative education coordinator in their major field of study.

### Graduate Education

Graduate education in the College of Business and Public Administration includes degrees of Master of Business Administration (M.B.A.), Master of Public Administration (M.P.A.), and Master of science with a major in Applied Economics (M.S.A.E.). The Masters of Business Administration and Applied Economics programs are accredited by the AACSB International: the Association to Advance Collegiate Schools of Business.

### Facilities

Gamble Hall, an attractive and well equipped building completed in 1968, is the home for most students and faculty of the College of Business and Public Administration. Teaching is enhanced through the use of modern instructional equipment and technologically modern classrooms, as well as six networked microcomputer laboratories that provide students access to the internet and popular spreadsheet, database, and word processing software, along with a wide variety of specialty software. As an example of the best of today's learning technology, the **Cargill Room** on the third floor of Gamble Hall has a versatile design which makes it comparable to a corporate board room. The room has kidney-shaped tables that rotate to facilitate small group discussion, board room atmosphere, or a classroom environment. Equipped with video camera, projection devices, and a computer, this room allows both students and faculty to make professional presentations with ease. This classroom was built with a grant from Cargill Inc. The **Lanterman Investment Center** offers hands-on training and first-hand exposure to financial concepts such as portfolio construction, risk management, financial engineering, trading strategies, and corporate governance issues. This facility is used by graduate and undergraduate students in all business fields in addition to being used in outreach to the business community and to high school students.

The **Page Family Marketing Center** features spaces to encourage student involvement in hands-on learning. Remodeled areas include a new reception area, secretarial work space, storage area, and a combined focus group/conference room. Cameras and microphones make it possible to project focus

groups or presentations made in the room to other rooms in Gamble Hall. The technology-equipped conference table comfortably seats 16.

Teams of up to five students may work on projects and practice presentations in the student break-out study/meeting room, which is equipped with a computer. A marketing student computer lab is equipped with nine computer stations featuring dual monitors. Teams of up to four students may comfortably work at each station. The lab is also equipped with a presenter's station and projection equipment.

In our Accounting area, the **EideBaily Accounting Learning Center** was updated with new technology in 2012. The projection equipment and presenter's station is also included. For over 48 years, Louis Kulas and Ludwig Koppenhaver dedicated their time and energy to the department of accountancy at UND. To honor these two great men, an accounting classroom was remodeled and named the **Kulas Koppenhaver Memorial Accounting Learning Center**. The Kulas and Koppenhaver facility includes computers at each seat with dual monitors. It is also equipped with a presenter's station and projection equipment.

**The Deloitte and Brady Martz Accounting Learning Centers** feature updated classrooms with improved instructional design and technology. The new classrooms foster better faculty and student interaction. The classroom renovations allowed the space to be balanced in terms of size; each classroom was tiered and updated with instructional technology and professional furnishings. The exterior of the classrooms was refinished with burnished block and new doors with side windows with etched glass bearing the names of the classroom's corporate sponsors.

A number of facilities in the College were completed during the summer of 2007. **The Gate City Bank room** transformed a classroom into the appearance of a Gate City Bank location. **The Gate City Bank** and **Brady Martz** rooms include state-of-the-art equipment for teaching students in person and online at the same time (hybrid). Student seating is much improved over the original seating in the room. The tiers in the classrooms have been preserved, retaining the teaching environment. The environment now includes two projectors to aid in displaying two sources of information at one time.

**The Ottertail Corporation Suite** has provided a remodeled office area for the College. An improved graduate student area has provided enhanced work spaces for students.

**The John C. Berg Memorial Accountancy Suite** has completely transformed the Accountancy outer office and greatly improved traffic flow through the area. The new area is much improved as compared to the old in providing an inviting environment for students and their families.

For students in the College using these facilities, class projects and exercises will be integrated into a wide variety of classes, providing a depth and breadth of topic coverage not previously possible. Other classrooms in Gamble Hall are designed in amphitheater format to facilitate case study instruction. A study room is available within the building so that students may make profitable use of their time between classes. One classroom serves as an interactive video studio and is among the several sites currently used by the North Dakota Interactive Video Network.

## The Bureau of Business and Economic Research

The Bureau of Business and Economic Research (Gamble Hall, Room 290) serves as a coordinating agency for research in the fields of business, economics and government. It initiates research directly or in cooperation with other private or public agencies and publishes the results of such research as well as that accomplished by staff members of the College of Business and Public Administration. The Bureau collects and processes basic data on business activity and serves as a repository of reference data.

## Bureau of Governmental Affairs

The Bureau of Governmental Affairs (Gamble Hall, Room 160) is the research and service arm of the Department of Political Science and Public Administration. It conducts research into various problems of state and local government in North Dakota either at the request of government agencies or on its own initiative. The Bureau also conducts workshops, seminars, and other conferences for the purpose of disseminating information to state and local

government officials, and undertakes activities such as polling and public and non-profit management consulting. It maintains a research library for faculty and student use in conducting research on governmental problems.

## The Center for Innovation

The Center for Innovation (Ina Mae Rude Center and Skalicky Center) helps entrepreneurs and small manufacturers launch new products and companies, expand existing operations, bring new products to market, develop business and marketing plans, and manages the Rural Technology Incubator. Over 300 new products and companies have been launched with assistance from the Center.

## The Small Business Development Center

The North Dakota Small Business Development Center provides counseling and technical assistance to potential and existing small business owners. It serves as a link between the North Dakota University System and the private sector by providing one-to-one counseling, training and outreach assistance. In partnership with the University System and federal, state, and local agencies, it provides management and technical assistance to existing and aspiring entrepreneurs to promote a stable economy, develop new jobs in the private sector and foster growth of the free enterprise system in North Dakota.

## Career Development

**The Pancratz Career Development Center** provides professional development services for all College of Business & Public Administration students to help them discover and leverage their strengths as they work toward achieving their career goals. Services include resume and cover letter review; assistance with job and internship searching; interview practice; a professional mentor program partnering students with alumni; career fair preparation; LinkedIn profile development, and more. Center staff works with students one-on-one to provide assistance at any point in their career journeys, and early involvement is encouraged. Staff delivers relevant information on professional development topics through workshops and classroom presentations. The center also builds mutually beneficial connections between employers and students to serve the needs of both groups.

## BPA Student Council

The College of Business and Public Administration Student Council (BPAC) of the University of North Dakota, founded in 1996, is a student organization representing all departments of the College of Business & Public Administration. The BPAC organization purpose is to coordinate and plan activities involving student organizations and to encourage communication between students, faculty, and the administration and serve in an advisory capacity to the Dean of the College of Business and Public Administration. BPAC consists of four officers and representatives from student organizations within the college.

## Student Organizations

Student organizations in the College of Business and Public Administration include the following clubs, associations, and professional affiliations:

- Accounting Club
- Alpha Kappa Psi
- Arnold Air Society
- Association of Information Technology Professionals
- DECA
- Emerging Leaders
- Management Club
- MBA Student Association
- MPA Student Association
- Nonprofit Leadership Student Association (NLSA)
- Operations and Supply Chain Management Club
- Phi Beta Lambda
- Public Affairs Club
- Sport Business Student Association
- Student Advisory Council

- Student Society for Human Resource Management
- Student Managed Investment Fund
- Toastmasters

## **Honor Societies**

Student honor societies in the College of Business and Public Administration include:

- Beta Alpha Psi
- Beta Gamma Sigma
- Epsilon Pi Tau
- FMA National Honor Society
- Omicron Delta Epsilon
- Pi Alpha Alphas
- Pi Sigma Alpha
- Sigma Iota Epsilon