

# MBA (GENERAL)

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**SACRAMENTO STATE**  
Redefine the Possible

## In Workflow

1. CBA College Committee Chair (jlee@csus.edu)
2. CBA Dean (mikhaili@csus.edu)
3. Academic Services (curriculum@csus.edu)
4. Senate Curriculum Subcommittee Chair (curriculum@csus.edu)
5. Faculty Senate Executive Committee Chair (kathy.honeychurch@csus.edu)
6. Faculty Senate Chair (kathy.honeychurch@csus.edu)
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9. President (210748526@csus.edu)
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11. Graduate Studies (jdsmall@csus.edu; mxiong@csus.edu)
12. Registrar's Office (k.mcfarland@csus.edu)

## Approval Path

1. Fri, 11 Mar 2022 02:06:50 GMT  
Min Li (limin): Approved for CBA College Committee Chair
2. Fri, 11 Mar 2022 04:04:45 GMT  
Andrey Mikhailitchenko (mikhaili): Approved for CBA Dean
3. Tue, 12 Apr 2022 22:43:38 GMT  
Katie Hawke (katiedickson): Approved for Academic Services
4. Wed, 19 Oct 2022 22:14:14 GMT  
Rachel Miller (rachel.miller): Approved for Senate Curriculum Subcommittee Chair
5. Thu, 10 Nov 2022 00:10:01 GMT  
Kathy Honeychurch (kathy.honeychurch): Rollback to Senate Curriculum Subcommittee Chair for Faculty Senate Executive Committee Chair
6. Thu, 26 Jan 2023 22:21:25 GMT  
Rachel Miller (rachel.miller): Rollback to Initiator
7. Wed, 03 May 2023 17:07:09 GMT  
Jai Joon Lee (jlee): Rollback to Initiator
8. Mon, 08 May 2023 17:14:25 GMT  
Jai Joon Lee (jlee): Approved for CBA College Committee Chair
9. Mon, 08 May 2023 17:23:24 GMT  
Andrey Mikhailitchenko (mikhaili): Approved for CBA Dean

## History

1. May 3, 2018 by clmig-jwehrheim
2. Mar 11, 2021 by Feng Liu (liu)

Date Submitted: Thu, 04 May 2023 17:36:00 GMT

**Viewing: MBA (General)**

**Last approved: Fri, 12 Mar 2021 01:02:50 GMT**

**Last edit: Thu, 04 May 2023 17:35:59 GMT**

Changes proposed by: Feng Liu (213250090)

**Academic Group: (College)**

Business

**Academic Organization: (Department)**

Business Administration

**Catalog Year Effective:**

2023-2024 Catalog

**Individual(s) primarily responsible for drafting the proposed degree major program:**

Name (First Last)	Email	Phone 999-999-9999
Oliver	liu@csus.edu	916-278-7106

**Type of Program Proposal:**

Major

**Program Change Type:**

Substantive

**Title of the Program:**

MBA (General)

**Designation: (degree terminology)**

Master of Business Administration

**Briefly describe the program proposal (new or change) and provide a justification:**

To update the MBA program's course requirements by making two key changes. Firstly, the Foundation Courses will be replaced with Boot Camps as part of the MBA Orientation (MBA 200, 1 unit). Secondly, an additional quantitative Program Requirement course ("MBA 290 Quantitative Methods for Business Decision-Making"; 3 units) will be included in the curriculum. Additionally, the concentrations Group A and Group B unit requirements will be clarified.

The use of Boot Camps, along with the addition of an extra quantitative course, is expected to streamline the program's curriculum, and bring it into alignment with the other COB MBA programs.

**University Learning Goals****Graduate (Masters) Learning Goals:**

Critical thinking/analysis  
 Communication  
 Information literacy  
 Disciplinary knowledge  
 Intercultural/Global perspectives  
 Professionalism  
 Research (optional)

**Will this program be required as part of a teaching credential program, a single subject, or multiple subject waiver program (e.g., Liberal Studies, Biology) or other school personnel preparation program (e.g., School of Nursing)?**

No

**Catalog Description:****Total units required for MBA: 37****Program Description**

The MBA program has been developed to provide an education that is extensive and broadening rather than intensive or specialized within a limited functional area. The MBA is intended to improve the participants' capacity for effective decision making, to facilitate their professional growth and development for increasing managerial responsibility, and to broaden their knowledge and understanding of management in the areas of:

- Accountancy
- Finance
- International Management
- Management Information Systems
- Marketing
- Organizational Behavior
- Supply Chain Management
- Statistics

The MBA is also appropriate preparation for teaching business education subjects at the community college level. Students are encouraged to obtain further guidance from the school districts in which they will teach. The flexible design of the program allows students to pursue individual areas of interest.

The academic background of each applicant will be assessed to determine if they have the educational foundation to be successful in the program. Individuals are required to take four "boot camp" refresher classes which help participants prepare for the academic rigor of the MBA curriculum. They are:

Accounting  
Economics  
Finance  
Statistics

**Admission Requirements: Course prerequisites and other criteria for admission of students to the degree major program, and for their continuation in it.**

## Admission Requirements

All applicants for post-baccalaureate degree programs in Business must have earned a baccalaureate degree from a regionally accredited four-year institution of higher learning or the equivalent from a foreign institution. Admission requirements are different for each of the COB Graduate Programs. The specific admission requirements for each degree program are listed within the program descriptions under "Admission Information" on the following pages. The College of Business reserves the rights to revise its admissions standards and to limit enrollment in its graduate degree programs.

Applicants who are approved for admission will receive a letter from the Office of Graduate Studies informing them that they have been admitted as a conditionally or fully classified graduate student.

The following represent minimum academic qualifications and admission criteria. As the College of Business receives a large number of applications each cycle, it reserves the right to admit fewer applicants than those who meet the minimum criteria.

Title V of the California Educational Code requires that MBA candidates must have earned a minimum 2.5 cumulative GPA and an undergraduate degree from an accredited institution.

### Minimum Admission or Language Test Scores

**GMAT:** 30% overall, 30% verbal, 30% quantitative; Scores valid for 5 years from test date. Test must be taken by the application deadline. Students are able to apply with pending scores, but must submit an official score report to be considered for admission.

**GRE (General Test):** 30% verbal, 30% quantitative; Scores valid for 5 years from test date. Test must be taken by the application deadline. Students are able to apply with pending scores, but must submit an official score report to be considered for admission (use institution code of 4671 ONLY when requesting official score reports be sent to Sacramento State; do not use department code).

**TOEFL:** minimum 80 ibt or 550 pbt (International Students only).

**IELTS:** 6.5 (International Students only).

**PTE Academic:** 65 (International Students only).

### Deadlines

See the COB MBA website for current admission deadlines: <https://www.csus.edu/college/business-administration/graduate/mba.html>

### Special Admission Process

Applicants not meeting all the admission criteria may be admitted to the program based on evidence of potential success in the program provided by the applicant. Such evidence may include, but is not limited to: the applicant's maturity, motivation, employment history, managerial potential, letters of recommendation, personal statement, community activities, and other accomplishments that support the applicant's potential to successfully complete the program. An applicant so considered and recommended for admission may be approved by the COB Dean or Dean's designee.

### Application Procedures

To officially apply, the following must be submitted as part of a complete application:

1. A complete Cal State Apply Online Graduate Application, along with the application fee. The following must be uploaded and received by the application deadline to be considered complete:
  - a. Current professional resume
  - b. Statement of purpose
  - c. Two (2) letter of recommendation (professional or academic)
2. Copies of official transcripts from all colleges and universities attended, other than Sacramento State\*. Send electronic transcripts to [gradtranscripts@csus.edu](mailto:gradtranscripts@csus.edu) or hard copy transcripts to:

Office of Graduate Studies  
California State University, Sacramento  
Riverfront Center, Room 215, MS 6112  
6000 J Street

International students (requiring an F or J visa) must complete the Cal State Apply Online International Graduate Application and pay the application fee. Along with the required documents listed above and submitted via Cal State Apply, international students must also provide proof of English proficiency and submit a passing TOEFL, IELTS, or PTE score to intldocs@csus.edu by the application deadline.

PDF copies of official transcripts from all colleges and universities attended, other than Sacramento State\*, must be sent to intldocs@csus.edu by the deadline.

\*Sacramento State current students or graduates: only submit transcripts not previously submitted to the university or from institutions attended after graduation.

Applications are not considered complete and will not be reviewed unless all application materials and transcripts have been received.

#### MBA Interview

After preliminary review, competitive applicants will be identified and selected to complete an interview. The interview will be used to further assess the strength of their application and to make a final admission decision.

As defined by policy <http://www.csus.edu/umannual/acadaff/fsm00010.htm>, a change in units constitutes a substantive change to the program. If your changes constitute a substantive change, please refer back to the "Program Change Type" field above to ensure that "Substantive" is selected.

**Program Requirements: (If new courses are being created as part of a new program, it will be useful to propose courses first.)**

### Graduate Writing Assessment Requirement (GWAR)

The Graduate GWAR is a CSU wide requirement that should be completed by students before advancing to candidacy. The purpose of the GWAR is for students to demonstrate their proficiency at writing in an academic setting at a graduate-level.

Graduate students must successfully pass a Graduate Writing Intensive (GWI) course in their Graduate Program to complete the requirement.

### Minimum Units and Grade Requirement for the Degree

Units required for MBA: 37

Minimum Cumulative GPA: 3.0. The minimum acceptable grade for any graduate business course is "C." No more than two (2) courses with a grade of "C" will be counted for satisfaction of graduate program requirements.

### Advancement to Candidacy

A student's program requirements are governed by the catalog in effect at the time one is accepted into and begins graduate school or by the catalog in effect at the time advancement to candidacy is approved.

Prior to enrolling in Culminating Requirements, a student must advance to candidacy. Initiation of advancement procedures is the responsibility of the student. The application to advance must be filed no later than the semester **prior** to enrollment in culminating experience requirement.

Eligibility to advance to candidacy requires satisfactory scholastic achievement, presentation of a plan of graduate study, and demonstration of writing proficiency. A classified graduate student in Business Administration may apply to the MBA Program Services at mps@csus.edu for advancement to candidacy for the Master's degree after s/he has completed at least 12 units of the program requirements. Students with a GPA deficiency or who have not fulfilled the Writing Placement for Graduate Students Requirement (WPG) cannot advance to candidacy.

### Program Requirements

Code	Title	Units
<b>Orientation (1 Unit)</b>		
MBA 200 (MBA Orientation)		1
<b>Required Courses (24 Units) <sup>1</sup></b>		
MBA 210	Managerial Accounting	3
MBA 220	Financial Management	3
MBA 230	Behavior Science Applications in Management	3
MBA 240	Marketing Management 	3
MBA 260	Management of Technology Intensive Enterprises	3
MBA 270	Global Business Management	3
MBA 280	Value Chain Integration	3
MBA 290	Quantitative Methods for Business Decision-Making	3
<b>Elective Courses (9 Units)</b>		
Select three electives <sup>2</sup>		9
<b>Culminating Experience (Advancement to candidacy) (3 Units)</b>		
Select one of the following:		3
MBA 501	Culminating Experience Project in Business and Strategy	
MBA 500A	Thesis	

MBA 500B	Project	
<b>Total Units</b>		<b>37</b>

<sup>1</sup> A graduate student may request a challenge for waiver of a College of Business Program Requirement course if at least one of the following conditions is met:

- The student has taken an equivalent course at an AACSB International (The Association to Advance Collegiate Schools of Business) accredited college of business with a minimum individual course GPA of 3.0. Transfer courses used to waive Program Requirement courses must be current at the time of MBA graduation (within seven years from the date of completion of graduate degree). For Program Requirement courses, the equivalent transfer course must be at the graduate level. A maximum of six graduate level units may be transferred from another AACSB college of business. For consideration of waiver based on equivalency a student must submit a "Course Equivalency Evaluation" Form with required documentation to the MBA Program Services office.
- The student has achieved appropriate professional or academic qualification(s). For consideration of waiver based on appropriate professional or academic qualification(s) a student must submit a "Program Requirement Course Challenge Request" form with required documentation to the MBA Program Services office.
- The student has appropriate professional work experience. For consideration of waiver based on appropriate professional work experience a student must submit a "Program Requirement Course Challenge Request" form with required documentation to the MBA Program Services office.

Academic credit for core courses is not earned by waiver. The requirement for completing a core course is waived, providing the student enrolls in and satisfactorily, completes an elective course in that discipline or an elective approved to the appropriate faculty adviser who grants the waiver.

Waiving of Program Requirement courses shall be based on the relevancy, level of responsibility, and duration of the applicant's work experience or professional or academic qualification(s). The burden rests upon the student to demonstrate how their experience or qualification(s) satisfies the requirements for waiver. Decisions related to this policy may not be appealed.

<sup>2</sup> For a general MBA, elective courses may be chosen from a broad array of graduate Business Administration courses, nonbusiness graduate classes (6 units maximum), or supervisory coursework (6 units maximum: 3 units of Internship [a 295 series course], 3 units of Special Problems [a 299 series course]). Elective courses may also be selected from any other MBA concentration electives.

**For graduate programs, the number of declared undergraduate major and the degree production over the preceding years of the corresponding baccalaureate program:**

NA

## **Fiscal Impact to Change an Existing Program**

**Indicate programmatic or fiscal impact which this change will have on other academic units' programs, and describe the consultation that has occurred with affected units:**

No fiscal or programmatic impact.

**Provide a fiscal analysis of the proposed changes:**

The proposed changes will not cause any fiscal alterations. The fiscal impact of the removal of the foundation courses is minimal. There will be no fiscal impact of adding the boot camps because they will be managed by the CCE as self-support courses.

**How will the above changes be accommodated within the department/College existing fiscal resources?**

The above changes will be totally accommodated within the College's existing fiscal resources.

**Will the proposed changes require additional resources?**

No

**What additional space, equipment, operating expenses, library, computer, or media resources, clerical/technical support, or other resources will be needed?**

No

**Estimate the cost and indicate how these resource needs will be accommodated:**

No cost.

**Reviewer Comments:**

**Kathy Honeychurch (kathy.honeychurch) (Thu, 10 Nov 2022 00:10:01 GMT):** Rollback: November 1, 2022 Executive Committee meeting action: Roll back MBA (General) 1. The course currency limit of seven years is set by Title 5 and cannot be changed. While exceptions are allowed for individual circumstances, a program as a whole cannot accept completed coursework that is more than seven years old. Please delete the proposed change of course currency from seven to ten years. 2. Throughout the proposal, the College is referred to as the College of Business Administration or CBA, which is no longer the name of the College. Please change to "College of Business." 3. Because the recent reorganization of the College into departments, please ensure that the processes

for applying to and completing the program are correct in terms of the College's and Department's involvement. No change may be needed.

**Rachel Miller (rachel.miller) (Thu, 26 Jan 2023 22:21:25 GMT):** Rollback: Title 5 Concerns

**Jai Joon Lee (jlee) (Wed, 03 May 2023 17:07:09 GMT):** Rollback: per initiator's request, rollback to initiator

Key: 78