



LUNDQUIST  
COLLEGE OF  
BUSINESS

University of Oregon

UNIVERSITY OF OREGON  
CHARLES H. LUNDQUIST COLLEGE  
OF BUSINESS

2007-2008

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## Undergraduate Advising Office

145 Lillis

541-346-3303

[www.lcb.uoregon.edu](http://www.lcb.uoregon.edu)

### Services:

**Peer Advisors** - drop in academic advising – M-R, 10:00-4:00 – 145 Lillis

**Free Tutors** - for all business courses- Suite 155 Lillis (through summer 2007)

Peterson 203 (beginning Fall 2007)

**Academic & Career Counseling**- by appointment - 240 Lillis

### **Information on -**

- internships
- overseas study
- clubs
- professional organizations
- career development

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*Stop by and see us  
We're here to help...you!!!*

# Academic Requirements

## **Pre-Business Requirements:\***

(Required for admission to the major)

- Complete 90 credits
- 2.90 Cumulative G.P.A  
(includes transfer coursework)
- C- or better in all pre-business requirements
- WR 121 and (122 or 123) Writing Composition
- MATH 241, 242 Business Calculus (may be taken p/np)
- MATH 243 Business Statistics (may be taken p/np)
  
- DSC 240 Managing Business Information (pre-requisite: knowledge of spreadsheet, data base, and word processing applications).  
Must be taken graded. For more information see [isom.uoregon.edu/dsc240](http://isom.uoregon.edu/dsc240)
  
- International Students must meet English language proficiency requirements (575 - PBT, 233 - CBT or 89 - IBT TOEFL or completion of AEIS) *and* writing courses as outlined above.
  
- Pre-Business Core

## **Pre-Business Core:**

- A 2.75 GPA is required in the pre-business core.  
(Pre-business core courses should be taken graded)
  
- BA 101 Introduction to Business (meets social science group requirement)
- ECON 201, 202 Micro and Macro Economics (meets social science group requirement)
- ACTG 211& 213 Financial and Managerial Accounting (these two courses require sophomore standing to enroll.)
  
- **Submit a Change of Major Application by the deadline**

\* University General Education requirements are not required to be completed before being admitted to the Lundquist College of Business. However, it is strongly advised that students finish as much of their general university coursework as possible in their first two years. For a full list of general education requirements, see the university catalog.

## **Applying for Major Status:**

You must submit an application for major status one term prior to enrolling in upper division business courses. (Typically, students submit an application in the term they are completing the last of their pre-business requirements.) **APPLICATIONS ARE DUE ON THE SECOND FRIDAY OF THE TERM.** You will not be allowed to take upper-division core or major courses until you have been admitted to the Lundquist College of Business. All students will select either Accounting or Business Administration as their major. Applications are available online at <http://lcb.uoregon.edu/undergrad/application.html>. For more details please come to 145 Lillis.

## **Upper Division Major Requirements:**

**Upper-Division Core:** (required for both Business Administration and Accounting Majors)

BA 352	Leadership & Communication
MKTG 311	Marketing Management
FIN 311	Economic Foundations of Competitive Analysis
FIN 316	Financial Management
MGMT 321	Managing Organizations
BE 325	Global, Legal, and Social Environment of Business
DSC 330	Business Statistics
DSC 335	Information Technology and Operations Management
DSC 340	Business Information Systems
BA 453	Business Strategy and Planning

**Please note:** Business majors are advised to complete the 300-level upper division core prior to taking 300-400 business electives. Majors should begin the upper-division core with BA 352. Students should take BA 453 in their senior year.

## **Accounting Major:**

ACTG 320	Accounting Information Systems
ACTG 350	Financial Accounting Theory I
ACTG 352	Financial Accounting Theory II
ACTG 360	Cost Accounting
ACTG 440	Introduction to Auditing
ACTG 450	Advanced Financial Accounting
ACTG 470	Introduction to Income Taxation

Students pursuing the Certified Public Accountant (C.P.A.) designation are required to take additional coursework prior to sitting for the C.P.A. exam. The U of O provides this coursework through a one year Master's degree program. Contact the accounting department for details.

## Business Administration Major:

The Business Administration major requires seven additional approved upper-division business courses from three different departments in the Lundquist College of Business (Accounting, Decision Science, Finance, Management, and Marketing. MKTG, SBUS, and BE are all in one department). It is possible to select coursework in such a way that you earn a concentration in a specific area. Concentrations are available in:

Finance  
Entrepreneurship/Small Business  
Information Systems/Operations Management  
Marketing  
Sports Business

Please Note: Concentrations are not documented by the U of O and will not appear on your transcript or diploma. You may, however, indicate concentrations on your resume. Advising documents and course offerings for each concentration are available in 145 Lillis.

### Approved Upper Division Business Electives

Below is a list of the course offerings that can fulfill the upper division elective requirement. Please note that classes must be taken from at least three departments. Courses with a BA prefix are considered interdisciplinary and therefore are **NOT** counted as one of your three departments. Courses with the BE and SBUS prefixes are considered part of the Marketing department as noted below. A maximum of one course from the “other” list may be applied towards the major requirements. Brief descriptions of these courses can be found in the on-line class schedule by clicking on the CRN.

<u>ACTG DEPT.</u>	<u>DSC DEPT.</u>	<u>FIN DEPT.</u>	<u>MGMT DPT.</u>	<u>MKTG DPT.</u>	<u>OTHER</u>
ACTG 320	DSC 410	FIN 380	MGMT 335	MKTG 390	BA 361
ACTG 340	DSC 433	FIN 462	MGMT 410	MKTG 410	BA 365
ACTG 350	DSC 444	FIN 463	MGMT 415	MKTG 420	BA 407*
ACTG 352	DSC 455	FIN 473	MGMT 417	MKTG 425	BA 410*
ACTG 360	DSC 466		MGMT 420	MKTG 435	ACTG 406/7/9*
ACTG 440	DSC 477		MGMT 455	MKTG 445	DSC 406/7/9*
ACTG 450	DSC 488			MKTG 470	FIN 406/7/9*
ACTG 470				MKTG 490	MGMT 406/7/9*
				SBUS 410	MKTG 406/7/9*
				SBUS 450	
				SBUS 451	
				SBUS 452	
				SBUS 453	
				SBUS 455	
				BE 410	

- 406, 407, 409 and 410 classes must be at least 4 credits to be eligible for a business elective.

## **Required Coursework Outside the College of Business:**

All business and accounting majors must complete 90 credits of non-business coursework to include the following two requirements prior to graduation. Please note: These are NOT requirements for admission to the major. Many students do, however, begin working on these requirements before admission to the major. Careful planning of general education requirements will enable you to meet these requirements simultaneously.

**Pre-business students are required to submit a written plan, for departmental approval, to the Undergraduate Programs Office, 145 Lillis, outlining how you will meet the following two requirements.** Proposals may be turned in at any time, however, you are strongly advised to turn one in for approval prior to taking these courses and your plan must be on file in 145 Lillis before graduating.

### **Non-Business Breadth Requirement:**

24 credits from an inter-related set of courses, outside of business, that relate to your career interests. Completion of a minor will automatically fulfill this requirement, as will two years of college-level foreign language.

### **Global Context for Business Decisions:**

Three courses that focus on the culture of a country other than your native country. All three courses should focus on the same country or region. Courses must be at least three credits each. Foreign language courses must be at least 200-level or higher.

## **International Business Options:**

### **Global Management Certificate:**

The Certificate in Global Management gives Business and Accounting majors an opportunity to showcase their interest and competence in International Culture and Business. The certificate requires completion of at least two years foreign language, a twenty-four credit area study and International Business core classes. Study abroad is encouraged but not required. It is possible to overlap some of this coursework with general education or other business requirements. Students who wish to earn this certificate must submit a plan for proposal Please stop by 145 Lillis for more details.

### **Study Abroad and Overseas Internships:**

One of the best ways a business student can prepare themselves to compete in a global market is to live or work abroad. The UO offers extensive opportunities to study/intern in other countries. Study abroad can fulfill multiple degree requirements. LCB advisors are available to help you integrate these experiences into your academic plan. Please note that most overseas internships and some study abroad locations require language skills. For more information on international opportunities and their requirements, please check out <http://studyabroad.uoregon.edu>.

## **Additional Information:**

### **LCB E-Mail & Blackboard:**

The Lundquist College of Business relies heavily on UO Technology systems to advise students of program requirements, changes, and current events in the LCB. Information will be posted on Blackboard and/or sent, via e-mail, to all students who are declared as pre-business, business, or accounting. The information will be sent to your UO e-mail account (your “oregon account.”) It is your responsibility to check your oregon account on a regular basis. If, for some reason, you elect to have your name removed from the LCB list, you will still be held responsible for the information that goes out via this list. For this reason, we highly recommend that you remain on the distribution list.

**You are responsible to keep current on all changes in requirements for admission to the major and degree completion. Students are advised to meet regularly with LCB advisors.**

### **Lundquist College of Business Resource Fee:**

All UO students pay a resource fee to their major departments (including undeclared to the College of Arts and Sciences). Below is a list that outlines how this money is allocated in the Lundquist College of Business.

The Lundquist College provides the following services to pre-business students:

1. Professional academic advising in addition to peer advising
2. Career preparation and job search seminars and workshops
3. LCB technology labs for students registered in LCB classes
4. Printing Services (\$10.00 per term)
5. Productivity software in labs and wireless network
6. BEST tutoring (Braddock foundation provides stipends for tutors, LCB provides fee waivers for two GTF's tutoring and managing the center)
7. Overseas study advising and assistance
8. Visiting speakers, skills development seminars

When students become business majors, their use of Lundquist College services increases including:

1. Greater technology access with additional software resources
2. Individual career planning and job search appointments
3. Student academic interest groups supported by the College
4. Leadership opportunities with advising and skills development counseling

### **New Major Celebration:**

Twice per year the Dean, Faculty, and students of the Lundquist College of Business hold a celebration to welcome new business and accounting majors into the College. This event is designed to celebrate your admission into the College, introduce you to faculty and fellow majors, and provide you with valuable information about career development resources and opportunities as you enter your junior and senior years. All participants are given a gift from the College as well as the chance to win prizes and enjoy hors d'oeuvres.

We often get questions regarding the LCB's Grading Policy. Thus, we are including this memo for clarification.

## **Lundquist College of Business Grading Policy**

To: LCB Students  
From: Ray King, Associate Dean  
Re: Grading Guidelines

The Executive Council (deans & department chairs) has developed grading guidelines to:

1. Provide grading guidance to instructors,
2. Increase grading consistency across courses, and
3. Give students clear information on academic standards in the Lundquist College.

### **Philosophy**

One of the most important roles students and society expect of teachers and educational institutions is the evaluation of student learning and achievement. Instructors in higher education must distinguish passing from failing and excellence from mediocrity. Failure to make these useful and important distinctions reduces the value of education to students and to society.

### **Implementation**

The table below lists the guidelines developed by the Executive Council. While there is variation across classes in the ability and effort of students, the standards are sufficiently broad to accommodate reasonable variation in performance.

The GPAs listed below are *Class GPAs* computed by multiplying the number of A, A-, B+, C, etc. grades times the GPA value of each grade. For example consider a class with 40 students with the following grades: 8 A, 14 B, 16 C, and 2 D. The calculation is  $[(8 \times 4.0) + (14 \times 3.0) + (16 \times 2.0) + (2 \times 1.0)]/40 = (32 + 42 + 32 + 2)/40 = 2.70$  GPA. Thus, a class GPA of 2.70 can result from many different distributions of grades, i.e., all B's and C's, A's, B's C's and D's etc. There is no quota on the number of A's or B's. Grade distributions in the vast majority of Lundquist College classes last year fit within the grade point ranges listed below.

### **Average Grade Point Ranges by Type of Classes**

<b>Class Level</b>	<b>Average Grade Point Range</b>
Undergraduate Pre-Business Classes	2.3 - 2.8
Undergraduate Minor Classes	2.7 - 3.2
Undergraduate Major Core Classes	2.6 - 3.1
Undergraduate Major Electives	2.7 - 3.2
Undergraduate Honors Classes	3.2 - 3.5
MBA Core Classes	3.1 - 3.4
Other Masters Classes	3.2 - 3.5

Charles H. Lundquist College of Business  
**CODE OF PROFESSIONAL BUSINESS CONDUCT:**  
A Statement of Values

The Lundquist College of Business learning community is committed to a set of core values that guide our interactions with one another. Our values are as important within our LCB community as within the business community. Our values help define both how we aspire to act and what it means to be a business professional.

**INTEGRITY**

Members of our community act with integrity and honesty. These qualities are essential in providing a basis for trust and go to the core of what is expected from business professionals.

**RESPECT**

Our community conveys respect for the dignity of all people. Our relationships are based on mutual respect. Differences of opinion are discussed openly and civilly. These discussions focus on issues and are presented in a courteous manner. We are sensitive to the impacts of both our words and actions on others.

**OPENNESS**

We encourage all members of our community to exchange ideas freely within the bounds of reasonable behavior. We recognize that learning requires an open environment.

**RESPONSIBILITY**

We act publicly and accept responsibility for our actions. We understand that the community will keep us accountable for our dealings. We deliver on the commitments and promises we make to others.

**TEAMWORK**

Our community is stronger when we work as a team. We foster attitudes encouraging members of the community to give and receive constructive criticism, and develop creative solutions to challenges.

The University of Oregon is an equal-opportunity, affirmative-action institution committed to cultural diversity and compliance with the Americans with Disabilities Act. This publication will be made available in accessible format upon request.