

Business Minors For Non-Business Majors

The following are minors available in the Jennings A. Jones College of Business for non-business majors (limit one business minor per student). Many of the following minors will complement your major as well as expand career opportunities. For more details, contact the department listed or the Jennings A. Jones College of Business Advising Center in BAS N219, (615) 898-2764. Requirements for 2012-2013 Catalog Rev.7/12

Instructions:

1. Obtain upper-division form from your major department or advisor.
2. See the minor department or Jennings A. Jones College of Business Advising Center; list required courses for minor as shown in appropriate section of the upper-division form; have minor advisor sign and date (limit one business minor per student).
3. File completed upper-division form with the Records Office, Cope Administration Building, Room 102 or the Coordinator for your college.

Accounting

Department: Accounting, BAS N425A, 898-2558

| Course | Title | Hours | Grade |
|---------------------------|-------|-------|-------|
| ACTG 3110 | | 3 | |
| ACTG | | 3 | |
| ACTG | | 3 | |
| ACTG (Upper Division) | | 3 | |
| ACTG (Upper Division) | | 3 | |
| GPA: 2.0 Minimum Required | | 15 | |

NOTES: At least 9 upper-division hours at MTSU. May not use both ACTG 3000 and 2110, 2120 or 2125; and both ACTG 3310 and 3020.

Accounting/Information Systems

Department: Accounting, BAS N425A, 898-2558 or CIS, BAS N333A, 898-2362

| Course | Title | Hours | Grade |
|----------------------------------|---|-------|-------|
| ACTG 3000 or 2110 & 2120 or 2125 | Survey of Actg or Principles of Accounting I & II | 3/6 | |
| INFS 2200 | INACTIVATED MINOR | 3 | |
| INFS 3100 | | 3 | |
| INFS 3800 | Project MGMT Sys Development | 3 | |
| ACTG (Upper Division) | | 3 | |
| ACTG (Upper Division) | | 3 | |
| GPA: 2.0 Minimum Required | | 18/21 | |

NOTES: At least 3 upper-division hours at MTSU. Cannot take both ACTG 3000 and 2110 & 2120/2125 or both ACTG 3310 and 3020.

Business Administration

Department: Management & Marketing, BAS N121A, 898-2736

| Course | Title | Hours | Grade |
|----------------------------------|---|---------|-------|
| INFS 2200 or 3100 | Intro to Micro or Principles of MIS | 3 | |
| ACTG 3000 or 2110 & 2120 or 2125 | Survey of Actg or Principles of Accounting I & II | 3 / 6 | |
| FIN 3000 or 3010 | Prin of Fin Mgmt or Business Finance | 3 | |
| BLAW 3400 or 3430 | Legal Env of Bus or Commercial Law | 3 | |
| MGMT 3610 | Principles of Management | 3 | |
| MKT 3820 | Principles of Marketing | 3 | |
| GPA: 2.0 Minimum Required | | 18 / 21 | |

NOTES: At least 3 upper-division hours at MTSU

Business Communication

Department: BCEN, BAS N429A, 898-2902

| Course | Title | Hours | Grade |
|---------------------------|------------------------------|-------|-------|
| BCEN 3510 | Business Communication | 3 | |
| BCEN 4510 | Business Report Writing | 3 | |
| BCEN 4660 (Fall only) | Organizational Communication | 3 | |
| BCEN | | 3 | |
| BCEN | | 3 | |
| GPA: 2.0 Minimum Required | | 15 | |

NOTES: At least 9 hours at MTSU; 3 hours must be upper-division. Choose hours from the following courses: BCEN 2320, 2330, 4670 and 4900.

Business Law

Department: Accounting, BAS N425A, 898-2558

| Course | Title | Hours | Grade |
|---------------------------|-------------------------------|-------|-------|
| BLAW 3400 | Legal Environment of Business | 3 | |
| BLAW 3430 | Commercial Law | 3 | |
| BLAW | | 3 | |
| BLAW | | 3 | |
| BLAW | | 3 | |
| GPA: 2.0 Minimum Required | | 15 | |

NOTES: At least 9 upper-division hours; 3 hours must be upper-division at MTSU

Economics

Department: Economics & Finance, BAS N329A, 898-2520

| Course | Title | Hours | Grade |
|---------------------------|-----------------------------------|-------|-------|
| ECON 2410 | Prin of Economics, Macroeconomics | 3 | |
| ECON 2420 | Prin of Economics, Microeconomics | 3 | |
| ECON (Upper Division) | | 3 | |
| ECON (Upper Division) | | 3 | |
| ECON (Upper Division) | | 3 | |
| GPA: 2.0 Minimum Required | | 15 | |

NOTES: At least 3 upper-division hours at MTSU

Economics/Finance

Department: Economics & Finance, BAS N329A, 898-2520

| Course | Title | Hours | Grade |
|---------------------------|-----------------------------------|-------|-------|
| ECON 2410 | Prin of Economics, Macroeconomics | 3 | |
| ECON 2420 | Prin of Economics, Microeconomics | 3 | |
| ECON 3210 | The Financial Sys and the Economy | 3 | |
| ECON/FIN | | 3 | |
| FIN (Upper Division) | | 3 | |
| FIN (Upper Division) | | 3 | |
| GPA: 2.0 Minimum Required | | 18 | |

NOTES: At least 3 upper-division hours at MTSU. This minor is not available to students with a BS in Economics major.

Entrepreneurship

Department: BCEN, BAS N429A, 898-2902 or Management & Marketing, BAS N121A, 898-2736

| Course | Title | Hours | Grade |
|------------------------------------|--|-------|-------|
| BCEN 1400 | Introduction to Business | 3 | |
| BCEN 2900 | Entrepreneurship | 3 | |
| ACTG 3000 OR ACTG 2110 & 2120/2125 | Survey of Accounting Principles of Accounting I & II | 3 / 6 | |
| MGMT 3610 | Principles of Management | 3 | |
| MKT 3820 | Principles of Marketing | 3 | |
| MGMT 4920 | Small Business Management | 3 | |
| GPA: 2.0 Minimum Required | | 18/21 | |

NOTES: At least 9 hours at MTSU; 3 hours must be upper-division.

Finance

Department: Economics & Finance, BAS N329A, 898-2520

| Course | Title | Hours | Grade |
|---------------------------|-------|-------|-------|
| FIN 3000 or 3010 | | 3 | |
| FIN | | 3 | |
| FIN (Upper Division) | | 3 | |
| FIN (Upper Division) | | 3 | |
| FIN (Upper Division) | | 3 | |
| GPA: 2.0 Minimum Required | | 15 | |

NOTES: At least 3 upper-division hours at MTSU

Industrial Relations

Department: Economics & Finance, BAS N329A, 898-2520

| Course | Title | Hours | Grade |
|---------------------------|----------------------------------|-------|-------|
| ECON 4420 (Fall) | Labor & Human Resource Economics | 3 | |
| ECON 4510 (Spring) | INACTIVATED MINOR | 3 | |
| MGMT 3810 | Human Resources Management | 3 | |
| ECON 4390(Sp) or 4490(Sp) | Employee Benefits or Ind Rel Leg | 3 | |
| MGMT 4660 or 4690 | Compensation Sys or Prob in HRM | 3 | |
| GPA: 2.0 Minimum Required | | 15 | |

NOTES: At least 3 upper-division hours at MTSU

Information Systems

Department: Computer Information Systems, BAS N333A, 898-2362

| Course | Title | Hours | Grade |
|---------------------------|---------------------------|-------|-------|
| INFS 3100 | Prin of Mgmt Info Systems | 3 | |
| INFS (Upper-Division) | | 3 | |
| INFS | | 3 | |
| INFS | | 3 | |
| INFS | | 3 | |
| GPA: 2.0 Minimum Required | | 15 | |

NOTES: At least 6 hours at MTSU; 3 must be upper-division. 9 hours of approved electives.

Insurance

Department: Economics & Finance, BAS N329A, 898-2520

| Course | Title | Hours | Grade |
|---------------------------|-------------------|-------|-------|
| FIN 3610 | General Insurance | 3 | |
| FIN (Insurance) | | 3 | |
| FIN (Insurance) | | 3 | |
| FIN (Insurance) | | 3 | |
| FIN (Insurance) | | 3 | |
| GPA: 2.0 Minimum Required | | 15 | |

NOTES: At least 3 upper-division hours at MTSU

Leadership Studies

Department: Management & Marketing, BAS N121A, 898-2736

| Course | Title | Hours | Grade |
|------------------------|--|-------|-------|
| LEAD 3010 | Leadership Theories and Practices | 3 | |
| LEAD 4001 | Leadership Seminar | 1 | |
| EXL 3020 | Leadership Studies Practicum | 1-3 | |
| Electives | At least one course from each area: | 12 | |
| | Leadership and Communication | | |
| COMM 2300 | Interpersonal Communication | 3 | |
| COMM 3220 | Small Group Communication | 3 | |
| COMM 4900 | Internship in Communication | 1-3 | |
| ORCO 3240 | Introduction to Organizational Communication | 3 | |
| ORCO 3500 | Strategic Communication in Organizations | 3 | |
| ORCO 3650 | Conflict and Organizations | 3 | |
| | Leadership and Organizations | | |
| MGMT 3610 | Principles of Management | 3 | |
| MGMT 4200 | Leadership in Organizations | 1-3 | |
| ORCO 4220 | Internship in Organizational Communication | 3 | |
| PS 3100 | Politics and Film | 3 | |
| PS 3250 | Public Administration | 3 | |
| PSY 2210 | Psychology of Social Behavior | 3 | |
| PSY 4360 | Organizational Psychology | 3 | |
| PSY 4380 | Group Dynamics | 3 | |
| REC 3520 | Leadership and Group Processes in Recreation and Leisure Services | 3 | |
| SOC 3950 | Social Organizations and Institutions | 3 | |
| SOC 4500 | Social Psychology | 3 | |
| | Leadership and Personal Development | | |
| ABAS 4250 | Leadership in Agricultural Industries | 3 | |
| COMM 4320 | Theories of Persuasive Communication | 3 | |
| MGMT 3890 | Managerial Decision Making | 3 | |
| MGMT 3940 | Business Ethics | 3 | |
| MGMT 4680 | Organization Behavior | 3 | |
| ORCO 3245 or LEAD 3245 | Women, Leadership, and Communication or Women, Leadership, and Communication | 3 | |
| PHIL 3150 | Ethics | 3 | |
| PSY 4390 | Persuasion | 3 | |
| PSY 4460 | Psychology of Happiness and Well-Being | 3 | |
| UH 4010 or UNIV 4010 | MTSU Institute of Leadership Excellence or MTSU Institute of Leadership Excellence | 3 | |
| WGST 2500 | Women and Leadership | 3 | |
| | | 17 | |

NOTES: At least 3 upper-division hours at MTSU

Management

Department: Management & Marketing, BAS N121A, 898-2736

| Course | Title | Hours | Grade |
|---------------------------|--------------------------|-------|-------|
| MGMT 3610 | Principles of Management | 3 | |
| MGMT 3620 | Operations Management | 3 | |
| MGMT(Upper-Division) | | 3 | |
| MGMT(Upper-Division) | | 3 | |
| MGMT(Upper-Division) | | 3 | |
| GPA: 2.0 Minimum Required | | 15 | |

NOTES: At least 6 hours of MGMT at MTSU; 3 must be upper-division. QM 2610 is a prerequisite for MGMT 3620.

* College of Mass Communication majors please check with your major advisor for additional courses.

Marketing

Department: Management & Marketing, BAS N121A, 898-2736

| Course | Title | Hours | Grade |
|---------------------------|-------------------------|-------|-------|
| MKT 3820 | Principles of Marketing | 3 | |
| MKT(Upper-Division) | | 3 | |
| MKT(Upper-Division) | | 3 | |
| MKT(Upper-Division) | | 3 | |
| MKT(Upper-Division) | | 3 | |
| GPA: 2.0 Minimum Required | | 15 | |

NOTES: At least 9 of 15 hours in Marketing at MTSU

*College of Mass Communication majors please check with your major advisor for additional courses.

Office Management

Department: BCEN, BAS N429A, 898-2902

| Course | Title | Hours | Grade |
|---------------------------|-----------------------------|-------|-------|
| BCEN 3010 (Fall Only) | Office Management | 3 | |
| BCEN 3510 | Business Communication | 3 | |
| BCEN 4640 (Spring only) | Issues and Trends in Office | 3 | |
| BCEN | INACTIVATED MINOR | 3 | |
| BCEN | | 3 | |
| GPA: 2.0 Minimum Required | | 15 | |

NOTES: At least 9 hours at MTSU; 3 must be upper-division. Choose 6 hours from the following courses: BCEN 1310 or 2320, 2330, 4350(Fall), 4450(Spring-temp), 4510, 4660(Fall), 4670(Spring-temp), 4680(Spring-temp), 4810 and 4900(Spring-temp).

Real Estate

Department: Economics & Finance, BAS N329A, 898-2520

| Course | Title | Hours | Grade |
|---------------------------|--------------------------------------|-------|-------|
| FIN 2450 | Principles of Real Estate | 3 | |
| FIN 3000 or 3010 | Prin of Fin Mgmt or Business Finance | 3 | |
| BLAW 4470 | Real Estate Law | 3 | |
| FIN (Real Estate) | | 3 | |
| FIN (Real Estate) | | 3 | |
| GPA: 2.0 Minimum Required | | 15 | |

NOTES: At least 3 upper-division hours at MTSU

Real Estate/Insurance

Department: Economics & Finance, BAS N329A, 898-2520

| Course | Title | Hours | Grade |
|---------------------------|---------------------------|-------|-------|
| FIN 2450 | Principles of Real Estate | 3 | |
| FIN 3610 | General Insurance | 3 | |
| MKT 3820 | INACTIVATED MINOR | 3 | |
| BLAW/FIN 4470 | Real Estate Law | 3 | |
| FIN (Insurance) | | 3 | |
| FIN (Real Estate) | | 3 | |
| GPA: 2.0 Minimum Required | | 18 | |

NOTES: At least 3 upper-division hours at MTSU