

**Proposal for the
Establishment and Implementation of
the Bachelor of Science Degree
in
Business Administration
with an emphasis in Accounting**



**Submitted by the Business Administration Division
COM-FSM
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Table of Contents

Essential Information	4
Background	5
Degree Program Title and Overview	6
Rationale	6
Alignment with COM-FSM’s Mission	7
Why a BSBA with emphasis in Accounting?	7
Program Description	7
Program Mission	8
Program Goals	8
Program Student Learning Outcomes	9
Career Opportunities	9
Mode of Delivery	9
Learning Outcomes Mapping/Alignment	10
Evaluation of the Program	13
Potential Enrollment and Support for the Program	16
Focus groups and surveys of potential employers and students	19
Involvement of Business Administration Division at the National Campus	20
Board of Regents support	20
External Scan of requirements of regional institutions offering a BA or BS in Business/Accounting	21
Review of documents	21
COM-FSM Cost-benefit Analysis	21
Considerations and Principles in Development of the Program	23
Proposed Program Curriculum Requirements	26
Proposed Program Learning Outcomes	27
Proposed AS and BS requirements	27
Suggested Schedule	30
Course Descriptions	31
Entrance Requirements	35
Resources available to implement program	37

Human resources	37
Learning resources	39
Academic transfer	40
Impact on other programs of the COM-FSM system	40

Essential Information

Degree Title:	BS in Business Administration with emphasis in Accounting
Field(s) of Study:	Business Administration with a specialization in accounting
Prerequisites:	High school diploma or equivalent
Level of Proposed Program:	Bachelor Degree
Program Length:	4 years
First Class Enrollment Date:	Fall 2022
Projected Enrollments:	First year - 25; Fifth year - 140
Job Outlook (2018-2028):	6% ¹ growth (for accountants and auditors) 16% growth (for financial managers)

Targeted Demographics: The program targets graduates from COM-FSM AS Degree in Business Administration and any students that wish to pursue a career in the identified field of study.

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¹ U. S. Bureau of Labor Statistics

Background

The BSBA with emphasis in Accounting program evolved from the Associate Degree and third-year Certificate of Achievement in General Business programs of the College of Micronesia-FSM (COM-FSM) with history originating far back to 1974 when the College was known as the Community College of Micronesia (CCM). The Associate of Science degree in Business Administration was added in 1974 while the Associate of Science degree in Accounting was added in 1989.

The programs were run side by side and were constantly updated to reflect changes in the job market and academia. After CCM became COM-FSM in 1993, the third-year certificate of achievement programs in accounting and general business were approved for implementation in 2001. In 2002, upon recommendation by the Business Program's Advisory Council, business and accounting merged into one program – the Associate of Science in Business Administration. The program learning outcomes were adopted in Spring 2004. In 2005, COM-FSM entered into an articulation agreement with the University of Guam on the third-year programs in general business and accounting. As a result of a program evaluation made in February 2009, the program was modified, reducing the Program Student Learning Outcomes (PSLOs) from nine to five, and increasing the graduation requirements from 68 to 70 credits. The changes were implemented in Fall 2010. In 2019, the College of Micronesia-FSM entered into an articulation agreement for Business Administration with the Temple University, Japan Campus.

From Fall 2012 – Spring 2013, the third-year Certificate of Achievement in General Business program was shelved due to the prioritization program of the college. It was offered again in Fall 2014 due to clamor from students graduating from the AS Business Administration program, and from those who are already working but wanted to pursue their higher educational goals in the business field.

For some time, the Business Administration Division has discussed moving towards a four-year degree program to add on to their third-year certificate programs. Thus, at the request of the Vice President for Instructional Affairs, the Division has responded by developing this Bachelor program in business administration and set Fall 2022 as the target start date. In the Fall of 2019, a member of the Business Administration Division faculty, hereafter referred to as the “facilitator,” was appointed to provide leadership to the development of a Substantive Change Proposal for the establishment of this program.

Degree Program Title and Overview

Bachelor of Science in Business Administration with an emphasis in Accounting

Rationale

The Federated States of Micronesia-FSM has been experiencing an increase in economic potential with the advent of local and foreign investors curbing the growing demand of products and services (FSM-R&D², 2018). Sectors such as the tourism, aquaculture and construction industry seem to be experiencing gradual growth. Along with this economic growth comes the need for constant supply of competent professionals in both the public and private sectors across the four states of the FSM.

In 2012 when a Business Advisory Council (BAC) was constituted by the Business Administration Division, the clamor of local businessmen was to establish a program that could supply the market with skilled accountants and business managers (COMFSM-Wiki, 2012). This demand led to the establishment of the third year certificate programs in general business and accounting which unfortunately did not completely address the stated problem. As graduates of these programs sought to continue their studies abroad, the observed trend was that most of them get lured into working where they relocated and not coming back to the FSM.

It is hoped that the proposed program will help curb these as well as other issues discovered during the stakeholder's survey in accordance with the current strategic directions of the College of Micronesia-FSM to offer Bachelor programs specifically tailored to address these market needs.

² source: <https://www.fsmstatistics.fm/fs-economic-and-fiscal-update-2018/>

Alignment with COM-FSM's Mission

The proposed Bachelor program in business administration supports the college's mission statement which affirms the college's commitment "to the success of the Federated States of Micronesia by providing academic and career and technical educational programs characterized by continuous improvement and best practices". It is also in line with COM-FSM's Strategic Direction 2012-2017 which aims to "emphasize academic offerings in service to national needs: The College of Micronesia-FSM will increase the number of 4-year program opportunities."

Why a BSBA with emphasis in Accounting?

The main difference between a Bachelor of business administration degree with an emphasis in accounting, and a Bachelor of science in accounting, lies in the fundamental purpose of the programs. The BS in accounting is designed for people who want to become accountants, a licensed CPA or equivalent. The BSBA with an emphasis in accounting is for people who are more interested in the general business and management courses but also want to study accounting in greater detail.

The proposed **Bachelor of Science in Business Administration with an emphasis in Accounting** is designed to provide students with knowledge of financial and managerial accounting concepts, accounting policy choices, and ethics in accounting.

Program Description

The Bachelor of Science in Business Administration with an emphasis in Accounting is designed to provide students with a higher level of skills in the domains of business and accounting. The integrative business and accounting theories, concepts, and skills acquired from the AS Degree program in business administration meet local employment demand. The program is geared at equipping the students to pursue advanced degrees such as Masters of Business Administration, Accountancy, etc.

Program Mission

The program is focused on providing academic as well as career development opportunities in the fields of business and accounting by promoting students' personal, intellectual, and professional growth to create socially-responsive ethical professionals and globally competitive business practitioners that contribute to the success of the Federated States of Micronesia.

Program Goals

The proposed BSBA with emphasis in Accounting program learning goals represents the conceptual definition of what the program wants the student to be or to have(acquire) at the completion of the degree.

1. Students will have functional knowledge in business and accounting.
2. Students will have analytical and problem solving skills, and abilities to make sound business decisions.
3. Students will deliver effective written and oral business communication, and professional behavioral skills.
4. Students will demonstrate socially responsible leadership to make ethical decisions.

Program Student Learning Outcomes

The proposed BSBA with emphasis in Accounting program student learning outcomes represent the conceptual significance of what the program wants the student to do as evidence of program student learning outcomes achievement.

Students completing the BS in Business Administration with an emphasis in Accounting should be able to:

1. Apply skills, concepts, and techniques in main functional areas of business and accounting;
2. Interpret and use quantitative techniques in solving business problems and decision-making using technological tools;
3. Develop and apply effective intercultural oral and written communication skills appropriate for business; and
4. Recognize and assess basic legal, environmental, and ethical challenges confronting businesses in general.

Career Opportunities

The proposed BSBA degree will provide students with a dependable academic foundation in core business functions including general business administration, accounting, finance, project management, information technology, human resources, marketing, international business, logistics and organizational behavior.

These competencies can lead to a wide variety of careers in business management and administration. Graduates of the program would ably fit to be financial analysts, business executives, human resource staff, loan officers, tax administrators, marketing specialists, and other jobs offered by local businesses. They would also be competent to establish and manage their own entrepreneurial ventures. Their training, education and values that they acquire from COM-FSM would also prepare them to be competitive in jobs offered abroad.

Mode of Delivery

This program has flexible delivery options including online and in-class/face-to-face.

Learning Outcomes Mapping/Alignment

To ensure that the proposed BS BAA program will meet necessary skills that students will demonstrate as graduates of COM-FM, the Program Student Learning Outcomes (PSLOs) and the Course Student Learning Outcomes (CSLOs) were carefully mapped/aligned to college's Institutional Student Learning Outcomes (ISLOs). Program Learning Goals are also aligned to PSLOs.

From the produced matrix table, we can deduce:

(i) Course specific CSLO mappings to PSLOs

(ii) PSLO mappings to ISLOs;

(iii) In this program offering about 44% (i.e., 18 out of 41 and most in 1st and 2nd Year) of them INTRODUCE students to the material(s), about 93% of them EMPHASIZED and taught in depth, and about 64% of them (i.e., mostly 3rd and 4th Year) REINFORCED taught materials.

(iv) PSLO 1 maps to ISLOs 4-6-8, PSLO 2 maps to ISLOs 3-4-7-8, PSLO 3 maps to ISLOs 1-2-5-6-7, and PSLO 4 maps to ISLOs 4-6-7 thus allowing our PSLOs to report not only to all ISLOs but across multiple ISLOs each.

		Level of Material Delivery			Program Student Learning Outcomes				
		I	E	R	PSLO 1	PSLO 2	PSLO 3	PSLO 4	
1 st Year	Semester 1	Courses							
		EN 110	✓	✓					
		EN 120a	✓	✓					
		MS 101	✓	✓					
		CA100	✓	✓					
	BA 110	✓	✓		BA110_1,2,3*				
	+ Non-lab science								
	Semester 2	EN 120b	✓	✓					
		BA 211	✓	✓				BA211_1,2,3*,4	
		BA 260		✓	✓	BA260_1,2		BA260_3*	
BA 111			✓	✓	BA111_3,4	BA111_1,2*			
SS/PY 101		✓	✓						
+ Sports science									
2 nd Year	Semester 1	BA 270		✓	✓	BA270_1,2,3		BA270_4*	
		MS 150	✓	✓					
		BA 230		✓	✓		BA230_1,2,3*		
		SS 150	✓	✓					
	Semester 2	BA 220	✓	✓		BA220_1,2,3*			
		+ Science with lab	✓	✓					
		BA 250		✓	✓	BA250_3*	BA250_1,2		
		BA 240		✓	✓	BA240_1,2,3*,4			
		BA 231	✓	✓	✓	BA231_1,2	BA231_3*		
BA 210	✓	✓	✓				BA210_1,2,3*,4		
3 rd Year	Semester 1	BA 320		✓	✓		BA320_1,2,3,4,5*,6		
		BA 321		✓	✓		BA321_1,2*,3		
		BA 360		✓	✓			BA360_1,2,3,4*	
		+ Humanities	✓	✓					
	Semester 2	BA 330		✓	✓	BA330_1,2*,3			
		BA 350		✓	✓	BA350_4	BA350_1,2,3*		
		BA 310		✓	✓				BA310_1,2,3,4*
		BA 370			✓	BA370_1,2		BA370_3*	
BA 340		✓	✓				BA340_1,2,3,4*		
BA 331		✓	✓	BA331_1,2,3*					
4 th Year	Semester 1	IS 351		✓	✓	IS351_1,2,3*,4		IS351_4	
		IS 350	✓	✓	✓	IS350_1	IS350_2,3*,4		
		BA 460	✓	✓	✓	BA460_1,4*	BA460_2	BA460_3	
		BA 411		✓	✓				BA411_1,2*,3,4,5
	Semester 2	BA 430		✓	✓				BA430_1,2*,3
		BA 412		✓	✓	BA412_1,2,3,5		BA412_4*	
		BA 461		✓	✓			BA461_4*	BA461_1,2,3
		BA 462		✓	✓	BA462_1,2,3			BA462_4*
BA 431	✓	✓	✓		BA431_1,2,3*				
ISLO 1						✓			
ISLO 2						✓			
ISLO 3		✓			✓				
ISLO 4		✓			✓	✓	✓		
ISLO 5						✓	✓		
ISLO 6		✓				✓	✓		
ISLO 7		✓			✓	✓	✓		
ISLO 8		✓			✓				

I = Students are INTRODUCED to material

R = The material is REINFORCED with additional exposure to the information

E = The material is EMPHASIZED and taught in depth

* Assessment evidence collected

■ GE Requirements

■ CIS Requirements

■ BSBA Core

+ May be taken in summer

NB: Gen. Ed. Courses deliberately not included here as their mappings to ISLO can be derived from the parent program's curriculum matrix.

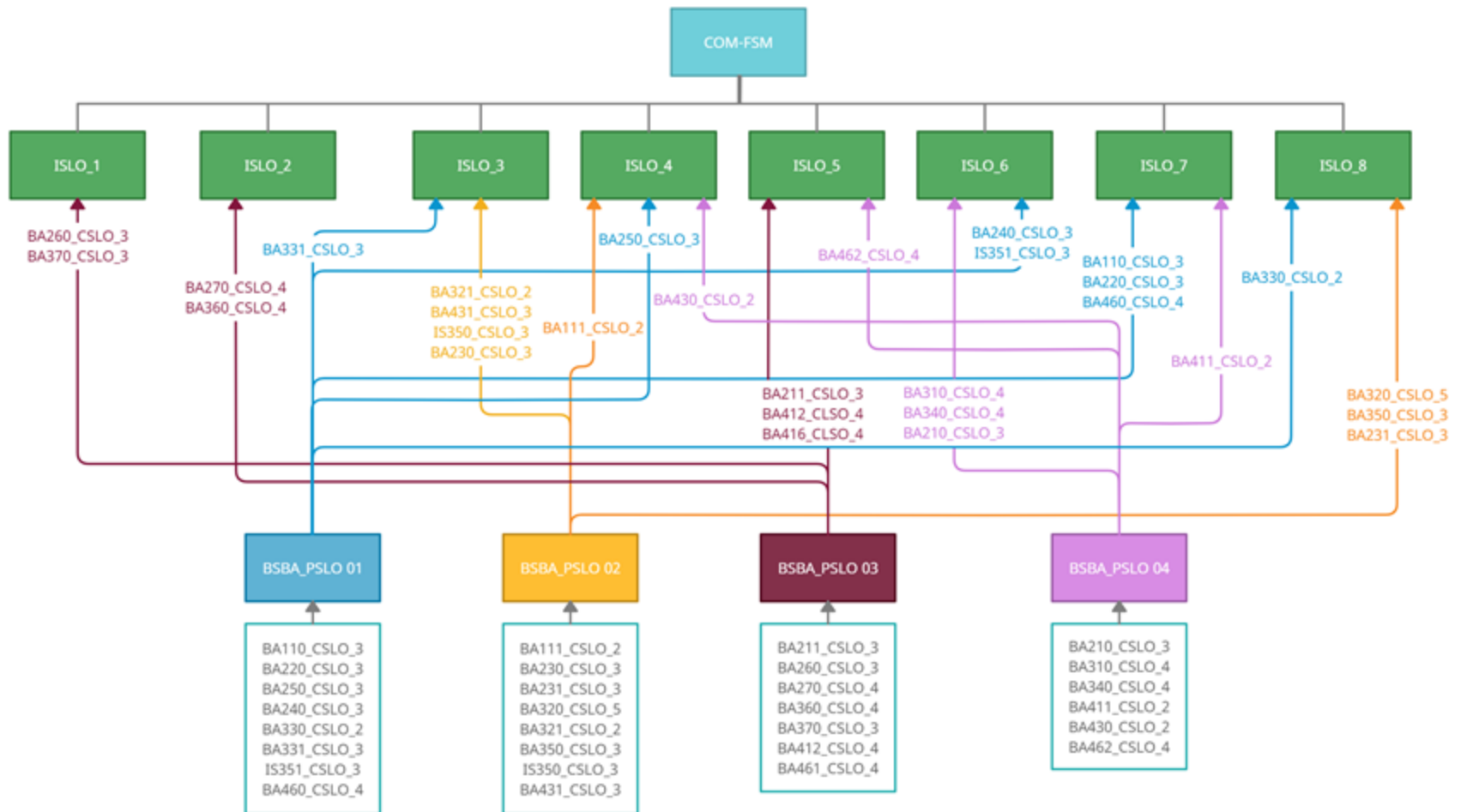


Fig - Assessment Reporting from General CSLOs to ISLOs

Evaluation of the Program

The proposed BSBA Program will undergo an evaluation through a seven-year cycle Instructional Program Review (IPR) as mandated by Board Policy No. 3202 (2019) and guided by the COM-FSM Program Assessment and Program Review Manual. This extensive review will evaluate the program according to its goals and learning outcomes as they relate to the college’s mission. IPR includes student learning outcome assessment data, student achievement data, and program viability data for the review period. Key Performance Indicators (KPIs) include program enrollment, graduation rate, average class size, student seat cost, course completion rate for the program, student’s satisfaction rate, employment data, transfer data, achievement of Program Student Learning Outcomes (PSLOs) and achievement of Course Student Learning Outcomes (CSLOs).

Within this four-year period, an annual Program Assessment Summary (PAS) of the proposed BBA PSLOs shall be conducted. With PAS, the proposed program learning outcomes will be assessed on a scheduled basis in order to see student success and areas where improvements are necessary. Offered program courses in Fall and Spring are evaluated by undertaking both Formative and Summative Assessments in each of the program’s courses. This ensures quality, relevance, and currency of the courses being offered in the program, and the results are used for planning and implementation of identified key improvement areas for the next academic year.

BS BAA Program Student Learning Outcomes (PSLOs) Assessment Schedule				
Assessment Cycle	Fall2022-Spring2023	Fall2023-Spring2024	Fall2024-Spring2025	Fall2025-Spring2026
PROGRAM STUDENT LEARNING OUTCOMES	BAA_PSLO_1	BAA_PSLO_2	BAA_PSLO_3	BAA_PSLO_4
	BA110 Introduction to Business	BA111 Business Mathematics	BA211 Business Communications	BA210 Business Law

BS BAA Program Student Learning Outcomes (PSLOs) Assessment Schedule				
Assessment Cycle	Fall2022-Spring2023	Fall2023-Spring2024	Fall2024-Spring2025	Fall2025-Spring2026
PROGRAM STUDENT LEARNING OUTCOMES	BAA_PSLO_1	BAA_PSLO_2	BAA_PSLO_3	BAA_PSLO_4
	BA220 Principles of Economics	BA230 Principles of Financial Accounting	BA260 Fundamentals of Management	BA310 International Business
	BA240 Human Resource Management	BA320 Applied Statistics for Business and Economics	BA270 Principles of Marketing	BA340 Organizational Behavior
	BA250 Principles of Finance	BA321 Managerial Economics	BA370 Marketing Strategies	BA411 Business Ethics and Corporate Social Responsibility
	BA231 Principles of Managerial Accounting	IS350 Business Analytics	BA360 Entrepreneurship & Small Business Management	BA430 Taxation
	BA330 Intermediate Accounting	BA350 Corporate Finance	BA412 Internship	
	BA331 Cost and Managerial Accounting	BA431 Accounting Information Systems	BA461 Leadership in Business and Society	
	IS351 Management Information Systems			
	BA460 Project Management			
	BA462 Business Strategy and Policy			

BS BAA Program Student Learning Outcomes (PSLOs) Assessment Schedule				
Assessment Cycle	Fall2022-Spring2023	Fall2023-Spring2024	Fall2024-Spring2025	Fall2025-Spring2026
PROGRAM STUDENT LEARNING OUTCOMES	BAA_PSLO_1	BAA_PSLO_2	BAA_PSLO_3	BAA_PSLO_4
	BA110 Introduction to Business	BA111 Business Mathematics	BA211 Business Communications	BA210 Business Law
	BA220 Principles of Economics	BA230 Principles of Financial Accounting	BA260 Fundamentals of Management	BA310 International Business
	BA240 Human Resource Management	BA320 Applied Statistics for Business and Economics	BA270 Principles of Marketing	BA340 Organizational Behavior
	BA250 Principles of Finance	BA321 Managerial Economics	BA370 Marketing Strategies	BA411 Business Ethics and Corporate Social Responsibility
	BA231 Principles of Managerial Accounting	IS350 Business Analytics	BA360 Entrepreneurship & Small Business Management	BA430 Taxation
	BA330 Intermediate Accounting	BA350 Corporate Finance	BA412 Internship	
	BA331 Cost and Managerial Accounting	BA431 Accounting Information Systems	BA461 Leadership in Business and Society	
	IS351 Management Information Systems			
	BA460 Project Management			
	BA462 Business Strategy and Policy			

Potential Enrollment and Support for the Program

To gather potential enrollment and support data for the program, the facilitator started by conducting a Needs Study between September 2019 and September 2020. There were delays due to the COVID-19 pandemic. The survey included questions relating to enrollment in the new program. The facilitator met with various stakeholders in person before FSM went on lockdown due to the pandemic and completed the rest of the study virtually after the lockdown. The various stakeholders included current COM-FSM students, COM-FSM alumni, and COM-FSM students that did not complete their associate's degree studies, as well as potential future prospective students.

The facilitator began with the first steps of researching regional Bachelor business administration programs, administering an online needs survey due to the lockdown caused by the pandemic, as well as gathering various stakeholder's input in person (pre-pandemic lockdown) and virtually (post-pandemic lockdown) throughout the four states of the Federated States of Micronesia (FSM).

As illustrated in chart 1, after the needs study, a total of 439 responses were collected during the survey with the following national demographic representation. From the total, a resounding majority of 89.52% (393) expressed interest while 10.47% (46) indicated that they were not interested in the new Bachelor program. Of that 89.52% interested in the proposed program, 82.19% (323) indicated that they were from a related study stream (i.e., their field of study related to business administration and/or accounting)

while 17.81% (70) of those were not from a related stream of study despite their interest in the program.

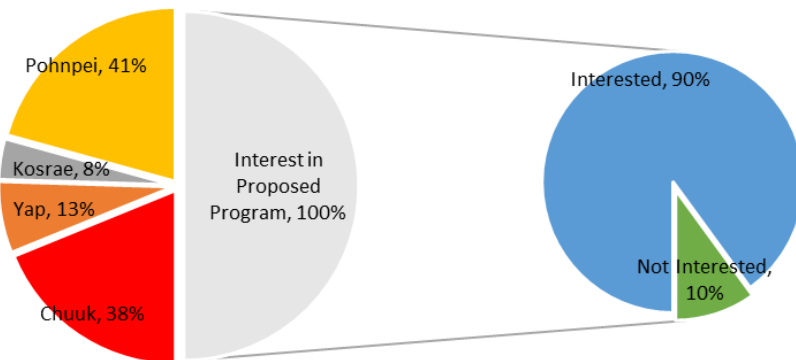


Chart 1 - Need Survey Respondents' Demographic Characteristics

As illustrated in chart 2, when further asked to elaborate on the

reason for their interest in the proposed program, a majority response of 48.92% (158) indicated that the program provided an avenue for personal growth and development in the field of study, 29.1% (94) stated that a program such as this would provide an opportunity for much-awaited career advancement, 20.12% (65) explained that a program such as this would fit in their plans for further their academic qualifications, while 1.9% (6) abstained from responding to the question.

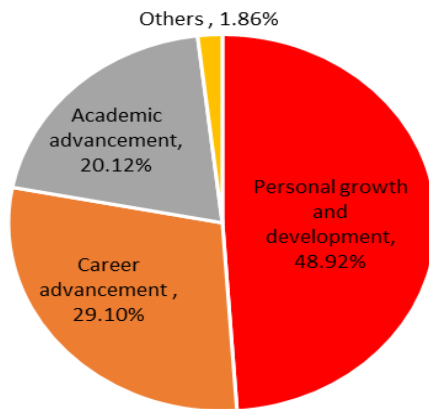


Chart 2 - Respondents Reasons for Interest in Proposed Program

The reasons for interest in the program based on personal growth and development were simply because they were interested in increasing knowledge. The reasons in which respondents chose career advancement were based on their interest in

improving themselves in their job or for other promotional opportunities. The reasons for academic advancement were because the respondents wanted to further their studies and it was required for their future studies in the field. Others were various combinations of all the above-mentioned reasons.

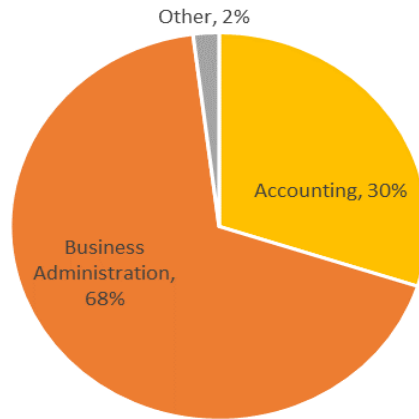


Chart 3 - Respondents Preference of Program Concentration

As illustrated in chart 3, of those who expressed interest (i.e., 98.14% including those that cited personal growth and development, career and academic advancement), a resounding majority of 68% (220) expressed more interest in a business administration stream of study while 30% (97) preferred an accounting stream of study more than business administration, while 1.86% expressed interest in either of the two areas of study.

Table 1 - Students Enrolled in Fall 2020

Campus	Business Administration			Third-year General Business			TOTAL
	Part-Time	Full-Time	Subtotal	Part-Time	Full-Time	Subtotal	
Chuuk	7	24	31	0	0	0	31
CTEC	14	5	19	0	0	0	19
Kosrae	15	15	30	0	0	0	30
National	25	86	111	1	18	19	130
Yap	0	17	17	1	0	1	18
TOTAL	61	147	208	2	18	20	228

**1 Part-time student in the Third-year in Accounting program in Yap in Fall 2020 that is not included in this table

The Vice President for Institutional Effectiveness and Quality Assurance and the Office of Institutional Effectiveness staff provided the most recent enrollment data available that indicates that there is a need and most importantly interest in enrollment

into the proposed program as shown in Table 1 above. In Fall 2020, there were 228 part-time and full-time students enrolled in the AS and third-year programs that could easily transition into the proposed program. This does not include former alumni that will be mentioned in this proposal later which could potentially also increase enrollment into the program.

Focus groups and surveys of potential employers and students

The facilitator collected focus group survey results in 2020 from in-person surveys and online surveys. The plan during this period in the process was to visit each of the States of Kosrae, Chuuk, and Yap as well as hold meetings on Pohnpei. These meetings were scheduled from the end of January through mid-March 2020. The intention of the focus group meetings at each State was for the facilitator to meet with the business community from each State, State Campus Deans and their respective business/accounting faculty, interested alumni, potential high school students interested in the program, and students enrolled in all levels of the business administration and third-year, general business students. However, COVID-19 had other plans. The FSM borders closed as well as inter-state travel came to a standstill at the beginning of 2020. The day before the border closed the facilitator returned to Pohnpei from only visiting the State of Kosrae. Thus, as a result, there was a shift for the facilitator to conduct online surveying and Zoom meetings with focus groups. Surveys were collected and results were analyzed by the facilitator from each of the focus group meetings. The surveys asked participants whether they were interested in and/or would support a Bachelor degree in business administration or accounting. The survey also asked focus group members to list at least eight (8) things that a business and/or accounting student should be able to do, know, and/or value after the program. As we have seen in Chart 1 and 2 from above, the data from survey questions #4 and #5 are further elaborated below.

Table 2 - Interest in Business Administration/Accounting

	Yes Interest	No	% Business Interest	% Accounting
Current Students	215	0	66.0%	33.0%
Potential Students	108	0	72.2%	24.1%
Other Stakeholders/ Business community	28	0	35.7%	60.7%
Total			65.5%	32.5%

The survey data as seen in the previous charts and tables show overwhelming support among all groups surveyed for the implementation of a Bachelor program in both the business and accounting fields. There were zero “No” votes for those that supported or had an interest in the program, the majority voted “Yes”. Alumni and high school students were among the potential students who were interested in the new Bachelor program. Although there was tremendous support for a new Bachelor program in Business Administration with an emphasis in Accounting, the facilitator further analyzed the stakeholders and focus groups’ survey results and focused more on their input as these results provided the industry needs from the private and public sector representatives from each State. About 60% of the stakeholders identified the need for basic accounting courses. Stakeholders strongly shared their belief that students who graduate from this new Bachelor program should understand the basics of accounting and not only focus on the business aspects of things. Students (current, potential, and alumni) and stakeholders all expressed the urgent need for this program.

Involvement of Business Administration Division at the National Campus

The facilitator held meetings with the COM-FSM Business Administration Division at the National Campus to update the faculty on the findings of the survey as well as sought advice and feedback from them during the process. One of the major meetings the Division held was a 3-day workshop in collaboration with the Vice President of Instructional Affairs during the Easter Recess Break for the Students between March 29 – April 1, 2021, to work on and finalize the proposed program. The program presented in this proposal reflects comments and suggestions made by faculty.

Board of Regents support

At its May 2019 meeting, the VPIA reported, with no contention from the board, that a proposal for a second Bachelor program in Business Administration at the College of Micronesia-FSM was in progress. Please see attached in the appendix section (about item 7, subsection 'e'), minutes of the May 8 in 2019 board meeting held at the New Zealand Reading Room at the National Campus LRC of COM-FSM.

External Scan of requirements of regional institutions offering a BA or BS in Business/Accounting

During Fall 2019 the facilitator compared the general education, major requirements for the COM-FSM Business Administration program, and the Third-year Certificate in General Business and Accounting to other regional institutions of higher learning that offered similar programs in business and accounting. Institutions that were reviewed included Northern Marianas College, the University of Hawaii at Manoa, and the University of Guam. The requirements as outlined in the proposed Bachelor are in line with those required at these institutions.

Review of documents

Additionally, the facilitator reviewed the ACCJC Policy on Accreditation of Bachelor Degrees in preparation for this Bachelor proposal. The most recent findings of COM-FSM business administration division results of a 3-day writing workshop compiled in the attached report entitled “BSBA with an emphasis in accounting 3-day Workshop” and recent COM-FSM business division program review recommendations motivated by an interest in a Bachelor Degree program by graduating class of 3rd-year Business Administration students.

COM-FSM Cost-benefit Analysis

The proposed BS in Business Administration with an emphasis in Accounting degree includes a total of 30 business course sections, considering that BA 110 and BA 111 require multiple sections. At the National Campus, additional courses for the upper-division sections from the Computer Information Systems program will be needed which brings the total to 32. There are currently six faculty members included in the National Campus Business Administration Division budget. Considering a full-time teaching load of four to five courses, depending on the number of preparation hours, the Division will need to fill the current vacant positions and possibly hire two additional instructors to avoid overloads for the current teaching staff. To meet accreditation requirements one of these instructors needs to be devoted full time to the Bachelor program. Additional expenses required for the implementation of the Bachelor program include funds for supplies which

include paper and other support typically provided to the students for technical support during the program.

Additional Expenses for One Academic Year (National Campus)	Revenue Generated for One Academic Year (National Campus)
<p>Personnel:</p> <p style="padding-left: 40px;">Additional instructor* = \$18,728 (Adjusted salary + benefits)</p> <p style="padding-left: 40px;">Summer contracts (4 courses) = \$10,000 assuming vacancy in FY2022 budget is filled</p> <p>Supplies:</p> <p style="padding-left: 40px;">Copy paper, flip charts, markers, construction paper for BS courses = \$10,000</p> <p>Equipment:</p> <p style="padding-left: 40px;">Laptops, Cameras, Projectors for student use = \$3,000</p> <p>SPSS Statistics program: Needed for students to utilize for BA 320 Applied Statistics course = \$59,400</p> <p>Quickbooks Accounting program: Needed for students to utilize for BA431 Accounting Information Systems = \$7,500</p>	<p>Based on the enrollment of 25 students in the fall, spring, and summer sessions. Enrollment figures are based on historical patterns</p> <p>Fall semester</p> <p>Tuition:</p> <p style="padding-left: 20px;">8 students X 12 credits X \$145 = \$13,920</p> <p style="padding-left: 20px;">17 students X 16 credits X \$145 = <u>39,440</u></p> <p style="text-align: right;">\$53,360</p> <p>Fees:</p> <p style="padding-left: 40px;">Tech 100 X 25 \$2,500</p> <p style="padding-left: 40px;">COO 200 X 25 5,000</p> <p style="padding-left: 40px;">Registration 15 X 25 375</p> <p style="padding-left: 40px;">Health 15 X 25 375</p> <p style="padding-left: 40px;">Student Activities 20 X 25 <u>500</u></p> <p style="text-align: right;">\$8,750</p> <p>Spring semester</p> <p>Tuition:</p> <p style="padding-left: 20px;">8 students X 12 credits X \$145 = \$13,920</p> <p style="padding-left: 20px;">17 students X 16 credits X 145 = <u>39,440</u></p> <p style="text-align: right;">\$53,360</p> <p>Fees:</p> <p style="padding-left: 40px;">Tech 100 X 25 \$2,500</p> <p style="padding-left: 40px;">COO 200 X 25 5,000</p> <p style="padding-left: 40px;">Registration 15 X 25 375</p> <p style="padding-left: 40px;">Health 15 X 25 375</p> <p style="padding-left: 40px;">Student Activities 20 X 25 <u>500</u></p> <p style="text-align: right;">\$8,750</p> <p>Summer session</p> <p>Tuition:</p> <p style="padding-left: 20px;">25 students X 6 credits X \$145 = \$21,750</p> <p>Fees:</p> <p style="padding-left: 40px;">Tech 100 X 25 \$2,500</p> <p style="padding-left: 40px;">COO 50 X 25 1,250</p> <p style="padding-left: 40px;">Registration 15 X 25 375</p> <p style="padding-left: 40px;">Health 15 X 25 375</p> <p style="padding-left: 40px;">Student Activities 20 X 25 <u>500</u></p> <p style="text-align: right;">\$5,000</p>
TOTAL \$108,628	TOTAL \$150,970

Considerations and Principles in Development of the Program

The Bachelor of Science in Business Administration with an emphasis in Accounting is organized as a two-tier program comprising the AS in Business Administration and the BS in Business Administration with an emphasis in Accounting. The program was designed, and courses were selected based on the following principles:

- The program is designated as a Bachelor of Science (BS) as opposed to a Bachelor of Arts (BA) because a BS degree represents a career-focused education designed to prepare one for a career in the chosen field of study and concentrates more on technical skills. Through the BS specialized program, students explore subjects such as accounting, finance, economics, marketing, management, and entrepreneurship, focusing more on the major.
- The tiers of the program are aligned based on possible job promotions in the workforce and industry. There is no need for a Third-year certificate if companies or employers do not incentivize or require their workforce to have a Third-year certificate in business.
- Courses for the General Education Program were selected to meet the COM-FSM requirements as well as other included General Education requirements from regional institutions for an ease-of-transfer credit for the English and Math credits. This will keep COM-FSM up to standards with the rest of the region.
- ACCJC accreditation standards were considered as courses were selected for the program. As per the accreditation requirement for a Bachelor degree under ACCJC, three General Education courses (9 credits) have been included in the upper-division courses. One course was a part of the former Third-year Certificate in General Business Program requirement and the last two were created in line with the new program.
- Major course requirements were considered and selected to ensure that students were up to the regional standard and guarantee their Bachelor degree in business administration (accounting emphasis) was in line and/or equivalent to other similar programs at regional institutions. Course grade requirements were

also considered and added to all major course requirements for the program with a grade requirement of “C” or better.

- Recommendations made by COM-FSM Business Administration Division faculty at the National Campus were extremely crucial in the final selection of courses. Meeting minutes/summaries proves the step-by-step involvement of the business administration division faculty at the National Campus in the development of the proposed program. This includes re-indexing course numbers and renaming old course titles to align all business and accounting courses for the proposed program.
- Recommendations made in the report to the Vice President of Instructional Affairs entitled “BSBA with an emphasis in Accounting 3-Day Workshop” were considered in the selection of courses.
- Recommendations made by various focus groups who completed surveys were considered in the selection of the study stream (business), the emphasis focusing on accounting, and the development of the program. Stakeholders were asked to list eight (8) things that business students should be able to do, know or value after the Program. The attributes mentioned the most are shown in the table below.

Category	Mentioned
Accounting Basic accounting, financial statements, payroll, revenue projection, expenses, budget analysis, depreciation, profit margins, purchase orders/invoices, reconcile, post journal entries, keep records, accounts payable & receivable, trial balance, accounting ethics	18
Finances Financial Statements, revenue projection, wealth creation, ROI, B/E analysis, sales basics, budget analysis, basic business finance, depreciation	18
Taxes Customs tax, Income tax, Social Security, FSM tax laws, filing taxes	8
Business Law (Business policies)	7
Management Business planning, goal setting, mission, vision, ownership, public relation, logistics, implementation, customer service	7
Entrepreneurship Start-up, ownership, opportunity recognition, business diversification	6
Business Skills Intro to business, application of skills to real-world scenarios, motivation to grow, culturally fluent/appropriate in the business setting, handling confidential info, punctuality	5
Computer Applications Microsoft Office: Word, Excel, PowerPoint	5
Data Collection & Analysis Data processing & administration, business analytics	5
Economics Law of supply & demand, microeconomics, macroeconomics, trade, FSM local resource allocation, managerial economics, economic analysis	5
Technology Computer technology, resolving technical problems, enterprise resource planning software, database reporting software	5
Communication Reports, writing skills, public speaking	4
Computer Software Bookkeeping software, Quickbooks, accounting systems, project management software	4
Human Resource Management (Staffing)	4
Internship (Service, Workforce)	3
Marketing	3

Proposed Program Curriculum Requirements

The curriculum of the proposed program is particularly designed to develop competency in relevant computer applications, principles of finance, business policies, macroeconomics, microeconomics, auditing, and individual income taxes.

The benchmarking exercise from institutions running a similar program has indicated the need for coursework with the following areas of concentration designed to lay the foundation of skills required to become a great practitioner:

- ❖ **Finance:** Students will develop an understanding of the principles of finance through the study of courses like financial accounting, principles of finance, financial reporting, and financial statement analysis.
- ❖ **Business Policies:** Accountants must be aware of the standard practices and policies one may expect to find in any business. Many courses cover these topics including principles of management, principles of marketing, operations management, business policies, business statistics, business communications, and business law.
- ❖ **Economics:** Accountants need to be aware of basic economic principles. Expectations and strategies for businesses change based on the economic climate. The government sets tax and economic incentives according to the health of the economy as well. Thus, having a basic understanding of economic theory is essential. This will be covered in courses on macroeconomics and microeconomics.
- ❖ **Auditing:** While many may associate auditing with the IRS, businesses and their accountants need to conduct regular internal audits to make sure all the numbers add up. Additionally, accountants that work for consulting firms are often called in as third-party auditors to help businesses solve various problems from an objective point of view. The skills necessary to perform audits are covered in courses like auditing, accounting theory, financial statement analysis, and data analytics.
- ❖ **Taxes:** To be honest, taxes are what most people think of when they think “accountant”. And for good reason. Taxes are a huge part of an accountant’s job. There are a couple of courses dedicated to taxes you will find in any accounting curriculum, these cover individual income tax, tax planning, and decision-making,
- ❖ **Computer Applications:** Basic accounting requires familiarity with spreadsheets, databases, and desktop publishing programs. This will be covered in courses that utilize computerized accounting programs such as Quickbooks for accounting professionals.

Proposed Program Learning Outcomes

**Bachelor OF SCIENCE
in
BUSINESS ADMINISTRATION (Accounting emphasis)
Program Student Learning Outcomes**

Students completing the BS in Business Administration with an emphasis in Accounting should be able to:

1. Apply concepts and techniques in main functional areas of business and accounting;
2. Interpret and use quantitative techniques in solving business problems and decision-making using technological tools;
3. Develop and apply effective intercultural oral and written communication skills appropriate for business; and
4. Recognize and assess basic legal, environmental, and ethical challenges confronting businesses in general.

Proposed AS and BS requirements

I. General Education Requirements	38 Credits
<u>English Communication</u> (12 credits)	
EN 110 Advanced Reading	3
EN 120a Expository Writing I	3
EN 120b Expository Writing II	3
BA 211 Business Communications	3
<u>Mathematics</u> (6 credits)	
MS 101 Algebra and Trigonometry	3
MS 150 Introduction to Statistics	3
<u>Science</u> (10 credits)	
A science course with lab	4
A non-lab science	3
PY 101 General Psychology	3

<u>Social Science</u> (3 credits)	
SS 150 History of Micronesia	3
<u>Computer Application</u> (3 credits)	
CA 100 Computer Literacy	3
<u>Humanities</u> (3 credits)	
MU 101 Introduction to Music or AR 101 Introduction to Art	3
<u>Physical Education</u> (1 credit)	
Any Exercise Sports Science (ESS) course	1
II. Major Business Administration Requirements	
	30 credits
IS 350 Business Analytics	3
BA 110 Contemporary Business	3
BA 111 Business Mathematics	3
BA 220 Principles of Economics	3
BA 230 Principles of Financial Accounting	3
BA 231 Principles of Managerial Accounting	3
BA 240 Human Resource Management	3
BA 250 Principles of Finance	3
BA 260 Fundamentals of Management	3
BA 270 Principles of Marketing	3

****68 Credits****

Associate of Science in Business Administration

III. Upper Division Requirements	
	46 Credits
IS 351 Management Information System	3
BA 310 International Business	3
BA 321 Managerial Economics	3
BA 330 Intermediate Accounting	3
BA 331 Cost and Managerial Accounting	3
BA 340 Organizational Behavior	3
BA 350 Corporate Finance	3
BA 360 Entrepreneurship & Small Business Management	3
BA 370 Marketing Strategies	3
BA 410 Business Law	3
BA 430 Taxation	3
BA 431 Accounting Information Systems	4
BA 460 Project Management	3
BA 461 Leadership in Business & Society	3
BA 462 Business Strategy & Policy (Capstone)	3

IV. Additional Upper Division Requirements	10 credits
BA 320 Applied Statistics for Business and Economics	3
BA 411 Business Ethics	3
BA 412 Internship	4
<i>Bachelor of Science in Business Administration (Accounting emphasis)</i>	<i>**124 credits**</i>

Suggested Schedule

First Semester

EN 110 Advanced Reading.....	3
EN 120a Expository Writing I	3
MS 101 Algebra and Trigonometry	3
CA 100 Computer Literacy	3
BA 110 Contemporary Business	<u>3</u>
	15

Second Semester

EN 120b Expository Writing II	3
BA 211 Business Communications	3
BA 260 Fundamentals of Management	3
BA 111 Business Mathematics	3
PY 101 General Psychology	3
Any Exercise Sports Science (ESS) course	<u>1</u>
	16

Summer Semester

A science course with lab..... 4

Third Semester

BA 270 Principles of Marketing.....	3
MS 150 Introduction to Statistics	3
BA 230 Principles of Financial Accounting	3
SS150 History of Micronesia	3
BA 220 Principles of Economics	<u>3</u>
	15

Fourth Semester

A non-lab science.....	4
BA 250 Principles of Finance	3
BA 240 Human Resource Management	3
BA 231 Principles of Managerial Accounting	3
BA 210 Business Law.....	<u>3</u>
	16

Fifth Semester

BA 320 Applied Stats for Business & Econ	3
BA 321 Managerial Economics	3
BA 360 Entrepre & Small Business Manageme	3
Humanities	3
BA 330 Intermediate Accounting	<u>3</u>
	15

Sixth Semester

BA 350 Corporate Finance	3
BA 310 International Business	3
BA 370 Marketing Strategies	3
BA 340 Organizational Behavior	3
BA 331 Cost and Managerial Accounting	<u>3</u>
	15

Seventh Semester

IS 351 Management Information System	3
IS 350 Business Analytics.....	3
BA 460 Project Management	3
BA 411 Business Ethics	3
BA 430 Taxation	<u>3</u>
	15

Eighth Semester

BA 412 Internship	4
BA 461 Leadership in Business & Society	3
BA 462 Business Strategy & Policy.....	3
BA 431 Accounting Information Systems	<u>4</u>
	14

Course Descriptions

BA 110 Contemporary Business (3)

An introduction to contemporary business concepts and practices is presented to the student within an environment that fosters foundational knowledge of upper-level business courses, and basic skills of establishing and running a small business. The student will write and present a lean business plan for this course. *Prerequisite: ESL 089*

Grade Requirement: A grade of C or better is required to pass this course.

BA 111 Business Mathematics (3)

The course provides an understanding of essential business computing concepts and processes. It is designed to provide the student with problem-solving and quantitative skills necessary to conceive, analyze, and methodically solve mathematical problems within the context of business, finance, business statistics, and investment decision-making. The student will complete case-based problems and activities that demonstrate learned concepts. *Prerequisite: MS 101*

Grade Requirement: A grade of C or better is required to pass this course.

BA211 Business Communications

This course focuses on developing the writing and speaking skills of the student in different platforms and processes appropriate for business settings. Various business communication formats are emphasized including voice, electronic, and written messages, reporting and business presentations, global and intercultural communication processes, verbal and non-verbal communication, and communication for employment purposes. The student will write and present a simple business proposal for this course.

Prerequisite: BA110 Contemporary Business, CA100 Computer Literacy

BA 220 Principles of Economics (3)

This course introduces the student to the fundamental concepts and principles of microeconomics and macroeconomics. Topics include demand and supply analysis, market structures, national income, employment, monetary and fiscal policies, and the role of government in economic stability and growth. Relevant examples from the Federated States of Micronesia and the Micronesian region will be explored. The student will complete case-based problems and activities and present an analysis of his/her findings.

Prerequisite: MS 101

Grade Requirement: A grade of C or better is required to pass this course.

BA 230 Principles of Financial Accounting (3)

Understanding the foundation of accounting, concepts, and principles of accounting, and treatment of business transactions will be established. The focus of the course is on journalizing accounting transactions, posting entries in the general ledger, and preparing basic financial statements. The student will present financial statements based on a case study. *Prerequisite: BA 111*

Grade Requirement: A grade of C or better is required to pass this course.

BA 231 Principles of Managerial Accounting (3)

This course establishes the understanding of the principles and concepts of managerial accounting and how it assists in the planning, controlling, and decision making in a business. The focus of the course is on different types of costs, cost behavior, costing methods, and product pricing. The student will present a profitability report on a product based on a case study. *Prerequisite: BA 230*

Grade Requirement: A grade of C or better is required to pass this course.

BA 240 Human Resource Management (3)

Understanding the fundamentals of human resource management in an organization will be covered. The course focuses on the employment process, compensation and benefits, employee management, training and development, and employee relations. It provides the student with the opportunity to apply concepts, theories, and best practices to challenges faced in real business situations. *Prerequisite: BA 110, PY 101*
Grade Requirement: A grade of C or better is required to pass this course.

BA 250 Principles of Finance (3)

This course provides an in-depth understanding of financial resource management and financial analysis techniques for practical business decisions. Topics include financial statement analysis, risk and rates of return, time value of money, valuation of bonds and stocks, financial forecasting, working capital policy, credit management, inventory management, short-term financing, and projecting cash flow. Computational skills are emphasized as the student will present financial reports and analyses depicting present and future values of funds based on a case problem. *Prerequisite: BA 230*
Grade Requirement: A grade of C or better is required to pass this course.

BA 260 Fundamentals of Management (3)

An understanding of the basic theories and principles of management functions and processes that contribute to the successful accomplishment of organizational goals will be established. The course focuses on the four functions of management: planning, organizing, leading, and controlling. The student will present a final project that demonstrates his/her understanding of the essentials of management in business. *Prerequisite: BA 110*
Grade Requirement: A grade of C or better is required to pass this course.

BA 270 Principles of Marketing (3)

Basic concepts, problems, opportunities, and principles of marketing will be covered in this course. The focus will be put on principles and practices in marketing research, consumer and business-to-business segmentation and positioning, strategic marketing planning, and applying the 4Ps of marketing (i.e. product, price, place, and promotion). The student will prepare and present a simple marketing plan that demonstrates learned concepts. *Prerequisite: BA 110*
Grade Requirement: A grade of C or better is required to pass this course.

BA 310 International Business (3)

Theoretical foundations of international trade, investment, and business globalization will be covered. This course focuses on the concepts, principles, and tools necessary in conducting an international or global business. Business perspectives of the United States and the Federated States of Micronesia will be used as focal points of discussion. The student will research with a write-up and presentation as a final project. *Prerequisite: BA 250; BA 260; BA 270*
Grade Requirement: A grade of C or better is required to pass this course.

BA 320 Applied Statistics for Business and Economics (3)

The course builds upon the fundamental concepts developed in the introductory statistics course and is motivated by problem-solving in diverse areas of business applications. Coverage spans from descriptive statistics, probability, hypothesis testing focusing on quality and productivity, and regression analysis. The student should be able to tackle basic applied statistics problems and possess the fundamental knowledge needed to learn more in-depth statistical theory. *Prerequisite: MS 150*
Grade Requirement: A grade of C or better is required to pass this course.

BA 321 Managerial Economics (3)

This course applies microeconomic principles and concepts used to help managers make rational business decisions. Topics include economic theory for business management, supply and demand analysis,

production and cost analysis, and profit maximization in the different market structures. The student will have a final presentation based on managerial economic tools. *Prerequisite: BA 220*
Grade Requirement: A grade of C or better is required to pass this course.

BA 330 Intermediate Accounting (3)

The course builds on the accounting concepts and principles learned in the principles of the financial accounting course. Emphasis will be on the recognition and measurement of cash, receivables, inventories, property plant and equipment, depreciation, current liabilities, and payroll. The student will present financial reports based on a case study. *Prerequisite: BA 230*
Grade Requirement: A grade of C or better is required to pass this course.

BA 331 Cost and Managerial Accounting (3)

This course builds on the principles of managerial accounting. Topics covered include budgeting, variance analysis, cost-volume-profit analysis, emerging management practices, and responsibility accounting and transfer pricing. The student will analyze actual performance against budgeted performance and present a variance analysis report based on a case study. *Prerequisite: BA 231*
Grade Requirement: A grade of C or better is required to pass this course.

BA 340 Organizational Behavior (3)

This course examines the psychological aspects of management as it applies to the organization and its people. Emphasis is on individual behavior, social and group behavioral patterns, leadership and influence processes, and organizational processes and characteristics. The student will research behavioral practices of an existing local or global business organization and present his findings. *Prerequisite: BA 240; BA 260*
Grade Requirement: A grade of C or better is required to pass this course.

BA 350 Corporate Finance (3)

This course builds on the principles of finance and further investigates the necessary tools to help managers analyze and solve financial problems in a business organization. Topics include financial planning, asset valuation, capital budgeting, capital structure, financial analysis, dividend policy, corporate restructuring, and some aspects of international finance. The student will present a case analysis based on corporate financial problems. *Prerequisite: BA 250*
Grade Requirement: A grade of C or better is required to pass this course.

BA 360 Entrepreneurship & Small Business Management (3)

This course provides an introduction to the theories as well as practices related to starting and managing small businesses emphasizing the importance of an effective new venture business plan. It will equip the student with skills to identify and exploit viable business opportunities while being aware of both direct and indirect micro and macro managerial or operational challenges of entrepreneurship. The student will present a comprehensive business plan that demonstrates the mastery of learned concepts. *Prerequisite: BA 250; BA 260; BA 270*
Grade Requirement: A grade of C or better is required to pass this course.

BA 370 Marketing Strategies (3)

The course builds on the marketing concepts and theories acquired from the introductory principles of the marketing course. It will focus on strategic marketing analysis and planning at both the corporate and strategic business unit (SBU) levels and equip the student with tools that can be used for decision-making. The student will develop and implement a marketing strategic plan as a final project. *Prerequisite: BA 270*
Grade Requirement: A grade of C or better is required to pass this course.

BA 210 Business Law (3)

This course provides an understanding of the legal systems of the Federated States of Micronesia and the United States of America as they relate to relevant topics involving business transactions and regulations.

Topics include contracts and agreements regarding property, sales, negotiable instruments, and employment. The student will produce legal documents for a business entity. *Prerequisite: BA 110*
Grade Requirement: A grade of C or better is required to pass this course.

BA 411 Business Ethics (3)

An in-depth discussion of ethical issues, the development of a moral frame of reference, the need for an awareness of social and corporate responsibilities in management practices, and business activities will be undertaken. Emphasis is put on contemporary ethical issues such as best practices for hiring ethical people, implementing codes of ethics, ethical decision making, ethics training, respecting employee diversity, ethics reporting systems, ethical leadership, engaging and empowering ethical employees, environmental management, and community outreach amongst others. Assessment tools are provided to analyze the ethical performance of a business. The student will develop a good understanding of business ethics drawn upon business ethical aspects. *Prerequisite: none*

Grade Requirement: A grade of C or better is required to pass this course.

BA 412 Internship (4)

The course is designed to provide the student with an opportunity to gain knowledge and skills from a planned work experience in a business-related field. Focus is put on providing entry-level, career-related experience, and workplace competencies that employers value when hiring new employees; as well as allowing the student to explore potential career fields. The student will submit periodic written reports and a comprehensive final report. *Prerequisite: Senior Standing & Instructor's Consent*

Grade Requirement: A grade of C or better is required to pass this course.

BA 430 Taxation (3)

This course aims to provide the student with an understanding of the general principles of taxation. The focus of the course is on the taxation of business entities in both the Federated States of Micronesia and the United States of America. It covers individual taxation of proprietors, shareholders, partners, and employees. The student will prepare a tax report based on a case study. *Prerequisite: BA 330*

Grade Requirement: A grade of C or better is required to pass this course.

BA 431 Accounting Information Systems (4)

This course introduces the fundamentals of the accounting information system (AIS) and how it functions and fits into the organization. The focus is on setting up an accounting information system and applying theoretical knowledge learned in previous accounting courses to a computerized business environment. The student will undertake a course-related project using accounting software. *Prerequisite: IS 351; BA 330*

Grade Requirement: A grade of C or better is required to pass this course.

BA 460 Project Management (3)

Competencies and skills for planning and controlling projects and understanding interpersonal issues that drive successful project outcomes will be developed in this course. The student will apply generally recognized practices of project management following recognized standards to successfully manage projects. Amongst others, the course will examine the project management life cycle, defining project parameters, matrix management challenges, effective project management tools and techniques, and the role of a project manager. The student will work in teams to develop a project plan for a project. *Prerequisite: Senior Standing & Instructor's Consent*

Grade Requirement: A grade of C or better is required to pass this course.

BA 461 Leadership in Business & Society (3)

The course provides an introduction to major theories and models of leadership and leadership development in business and society from a variety of perspectives and developing qualities and skills of a good leader. The focus will be on decision-making, management of group dynamics, workplace stress and conflict, motivation of employees, and planning. The student will demonstrate effective business

communication skills, ethics, and social responsibility through class-based activities and case studies.
Prerequisite: BA 260
Grade Requirement: A grade of C or better is required to pass this course.

BA 462 Business Strategy & Policy (Capstone) (3)

This course is the capstone of the Bachelor of Science in Business Administration with an emphasis in Accounting (BSBA) degree program. It integrates concepts and skills acquired along with the program. The emphasis will be on the development, implementation, and analysis of organizational strategies and policies that impact the survival and success of a business. The student will make strategic decisions and justify them through oral and written communication as a final project. *Prerequisite: Graduating semester & Instructor's Consent*
Grade Requirement: A grade of C or better is required to pass this course.

IS 350 Business Analytics (3)

Fundamental tools and concepts needed to understand the emerging role of business analytics in organizations will be covered. The course focuses on the benefits of employing analytics and a structured approach to problem-solving in management situations with an emphasis on extensive use of data, methods, and fact-based management tools to support and improve decision-making. The student will be able to use data and models to explain the performance of a business and how it can be improved. *Prerequisite: MS 150*
Grade Requirement: A grade of C or better is required to pass this course.

IS 351 Management Information System (3)

This course surveys Information Systems topics from the managerial viewpoint and examines factors in designing information systems, and the use of information technology in management decision-making as well as ethical issues facing managers. The course is anchored on concepts of information technology fundamentals as well as security, control frameworks, and auditing of supply chain management systems. The student will acquire the basic knowledge and skills needed to effectively utilize information systems and technology in support of organizational strategies and business goals. *Prerequisite: BA 260 or IS 260*
Grade Requirement: A grade of C or better is required to pass this course.

Entrance Requirements

Requirements for admission to the AS in Business Administration program are the same as admission to other associate degrees at the college. (See catalog.)

For admissions to the BS in Business Administration (Accounting emphasis), students are required to:

- Complete the AS in Business Administration
- Earning a cumulative GPA of at least 2.5; and
- Have earned a grade of “C” or higher in each of the major requirements of the Associate of Science in Business degree.

A non-accounting or non-business administration major student applying for admission to the program must first fulfill all the Associate of Science in either Accounting or Business Administration requirements before being considered for admission.

Resources available to implement program

Human resources

Qualified, experienced full and part-time faculty are and will be available to deliver all the courses in the Bachelor of Science in Business Administration with an emphasis in accounting degree program. The college is currently offering the Associate of Science Degree in Business Administration at the National Campus. As of FY 2023, there are three positions in the National Campus Business Administration Division budget that would need to be filled with the needs of the Bachelor courses in mind. The proposed program will only be offered at the National Campus. Thus, the number of faculty positions that the National Campus Business Administration Division has will need to be increased by one based on the workload with the additional courses that will be offered. Academic credentials, years of teaching experience, and course certification information for the current Business Administration Division at National Campus are summarized in the table below.

Faculty Member	Degrees	Years of Teaching Experience	Upper Division Course(s) Currently Certified to Teach
New Staff 6 - Jan Recruit	<ul style="list-style-type: none"> ▪ Master of Business Administration, Cardiff Metropolitan University, UK (International College of Business and Technology) ▪ Bachelors of Commerce – Applied Accounting, The Institute of Chartered Accountants of Sri Lanka 	More than 5 years	BA 310, BA 330, BA 331, BA 340, BA 350, BA 411, BA 412, BA 430, BA 431, BA 461,
Rominger James Maddegodagedara	<ul style="list-style-type: none"> ▪ Master of Business Administration, Cardiff Metropolitan University, UK (International College of Business and Technology) ▪ Bachelors of Commerce – Applied Accounting, The Institute of Chartered Accountants of Sri Lanka 	More than 5 years	BA 310, BA 330, BA 331, BA 340, BA 350, BA 411, BA 412, BA 430, BA 431, BA 461,

Timothy James Mamangon	<ul style="list-style-type: none"> ▪ Masters of Arts in Education – Mathematics, Pangasinan State University ▪ Bachelors of Science – Business Economics, St. Louis University 	More than 5 years	BA 310, BA 320, BA 321, BA 340, BA 350, BA 360, BA 370, BA 210, BA 411, BA 412, BA 460, BA 461, BA 462
George Mangonon	<ul style="list-style-type: none"> ▪ Doctorate in Business Administration (sans Dissertation), Virgen Milagrosa University Foundation ▪ Masters in Business Administration, Virgen Milagros University Foundation ▪ Masters of Arts in Teaching Physics, Virgen Milagros University Foundation ▪ Bachelor of Science – Mathematics, University of Philippines 	More than 15 years	BA 310, BA 320, BA 360, BA 370, BA 210, BA 411, BA 412, BA 460, BA 461, BA 462,
Marlene Mangonon	<ul style="list-style-type: none"> ▪ Doctorate in Business Administration (sans Dissertation), Virgen Milagrosa University Foundation ▪ Masters of Business Administration, Virgen Milagros University ▪ Bachelors of Science – Computer Data Processing, Polytechnic University of the Philippines 	More than 31 years	BA 310, BA 340, BA 360, BA 370, BA 210, BA 411, BA 412, BA 460, BA 461, BA 462
Edper M Castro	<ul style="list-style-type: none"> ▪ Masters in Information Systems Open University (University of the Philippines, Philippines) ▪ Diploma in Computer S – Computer Data Processing, Polytechnic University of the Philippines ▪ Bachelor of Science in Information and Computer Science 	More than 5 years	BA 320, BA 460, IS 351, IS 350

	Cebu Institute of Technology Philippines		
Jean-Pierre Lukusa	<ul style="list-style-type: none"> ▪ Post Graduate Certificate in Higher Education (PgCHE) Botho University, Gaborone ▪ MEng in Internetworking Dalhousie University, Halifax ▪ Double Major BSc. in Computer Science and Statistics University of Namibia, Windhoek ▪ Diploma in Computer Studies University of Botswana, Gaborone ▪ Certificate in Standard-Based Assessment and Moderation For Outcome-based Curricula Botho University & SFC, Gaborone 	More than 5 years	BA 111, BA 411, BA 320, BA 460, IS 351, IS 350

Learning resources

A meeting was held with the COM-FSM Learning Resources Center (LRC) Director on May 12, 2021, to discuss the need to ensure adequate LRC holdings system wide to support the proposed BS in Business Administration with an emphasis on the Accounting degree program. The Director was excited to share that the National Campus LRC was well prepared to support the proposed degree program. The Director shared that the LRC held various resource formats from books on the shelf to eBooks, all the way to Regional Business News. The LRC provides access to EPSCO as the Business Source Premier with direct access to 2,300 business journals. Of the 2,300 business journals, 1,100 are peer-reviewed. The LRC received daily updates to titles of the full text. The Director mentioned that there are over 80 regional business news publications available at the LRC. She was also proud to inform the facilitator that they continue to add to the current LRC holdings. The Director ended the meeting with her full support of the proposed program by informing the facilitator that once the proposal is approved, the Business Administration Division Faculty is more than welcome to inform her of specific target

research areas that are needed to simply inform LRC so she could ensure that the proposed degree program is well equipped with LRC resources.

Academic transfer

For many years COM-FSM has established and updated articulation agreements with regional institutions including the University of Guam, the University of Hawaii at Hilo, Chaminade University, among others. These institutions recognize most, if not all, of the COM-FSM general education requirements. Rigorous research, benchmarking, and comparative analysis were done to ensure that if students want to transfer to another regional institution it is a smooth transition to complete their degree.

Impact on other programs of the COM-FSM system

There are a few impacts on other degree programs at the college that we anticipate. With the additional courses we have included as requirements for the Bachelor of Science in Business Administration with an emphasis in Accounting as well as other courses we removed from the AS degree, the following courses in the table below are equivalent courses that can be substituted or used to satisfy the proposed degree program requirements.

AS/Third-year Program – OLD	ASBA/BSBA(Accounting) – NEW
BU 101 Intro to Business	BA 110 Intro to Business
BU 260 Fundamentals of Management	BA 260 Fundamentals of Management
BU/MS 110 Business Mathematics	BA 111 Business Mathematics
BU 270 Principles of Marketing	BA 270 Principles of Marketing
AC 131 Accounting I	BA 230 Principles of Financial Accounting
EC 220 Microeconomics OR EC 230 Macroeconomics	BA 220 Principles of Economics
EN/BU 121 Business Communication	BA 211 Business Communications
BU 250 Principles of Finance	BA 250 Principles of Finance
AC 250 Managerial Accounting	BA 231 Principles of Managerial Accounting
BU/MS 310 Applied Statistics	BA 320 Applied Statistics for Business and Economics
EC 320 Economic Development	BA 321 Managerial Economics

	Note: This is NOT an equivalent but will be more than sufficient to fulfill the upper-division economics course, if taken previously.
MGT 360 Entrepren & Small Business Mgt	BA 360 Entrepren & Small Business Mgt
AC 320 Intermediate Accounting I	BA 330 Intermediate Accounting
FIN 315 Corporate Finance	BA 350 Corporate Finance
MGT 350 International Business	BA 310 International Business
MKT 311 Marketing Strategy	BA 370 Marketing Strategies
MGT 320 Organizational Behavior	BA 340 Organizational Behavior
AC 325 Cost Accounting	BA 331 Cost and Managerial Accounting
BU 271 Business Law	BA 210 Business Law
AC 330 Taxation I	BA 430 Taxation

Other degree programs at the College require some courses be taken from the AS program. These courses can be replaced or taken according to the table above to fulfill their requirement in their chosen program. Other programs at the National Campus will be affected because we have added courses to the proposed program like MS 101 Algebra and Trigonometry, PY 101 General Psychology which the Divisions should consider that students from this proposed BS program will need seats in these courses. Lastly, courses from the Computer Information System (CIS) degree program are also added and required for this proposed program, IS 350 Business Analytics and IS 351 Management Information System. Both courses will need instructors to teach the course which in turn will increase CIS Faculty position needs. This could be the start that CIS needs for their anticipated third-year certificate program in which the two courses will also serve as requirements.