



## B.S. Degree in Business Management with a Concentration in Human Resources Management

Calumet College of St. Joseph's Business Management Program provides both full-time and part-time students with opportunities to develop knowledge, skills, and values needed by competent managers in the private, public, and nonprofit sectors as well by candidates for graduate school.

### Program Outcomes

Upon completion of this program, students in the Business Management Program will:

1. Demonstrate a mastery of the theories, principles and practices of management and the ability to apply qualitative, quantitative, and information technology tools to facilitate decision-making;
2. Be able to apply methods of inquiry and analysis associated with the liberal arts and sciences in specific situations involving management challenges and opportunities;
3. Have developed a general understanding and appreciation of the role of business and management in our local, national, and world economies; and
4. Demonstrate an ability to critically and reflectively engage ethical issues in management, particularly questions pertaining to social responsibility and professional decision-making.

### Required Courses and Course Sequence

#### Semester 1 (Fall), Session A:

- BSMT 220 Management Thought, Principles & Practice
- BSMT 320 Human Resource in Management

#### Semester 1 (Fall), Session B:

- ACCT 475 Forensic Accounting
- BSMT 360 Business Communications

#### Semester 2 (Spring), Session A:

- ECON 480 International Business
- BSMT 380 Organizational Leadership

#### Semester 2 (Spring), Session B:

- BSMT 379 Small Business Management/Entrepreneurship
- GENL 299 general Education Capstone

#### Semester 3 (Summer), Session A:

- ORMN 470 Supervision
- ORMN 473 Labor Relations

#### Semester 3 (Summer), Session B:

- ORMN 294 Leadership & Power: Perspectives from the Humanities

#### Semester 4 (Fall): Session A:

- BSMT 440 Financial Management
- RLST 110 Social Justice

#### Semester 4 (Fall), Session B:

- BSMT 375 Business and Professional Ethics
- BSMT 489 Strategic Management

#### Semester 5 (Spring), Session A:

- BSMT 499 Senior Seminar in Business Management
- ENGL 420 Ethics and Law in Print Broadcast and Web Media

#### Semester 5 (Spring), Session B:

- BSMT 378 Compensation & Benefits
- ORMN 476 Training and Development

#### Semester 6 (Summer), Session A:

- ORMN 467 Employment Law & the Workplace
- OMN 480 Strategic Management of Human Resources

## Calumet College of St. Joseph Mission Statement

Calumet College of St. Joseph is a degree-granting, Catholic institution of higher education sponsored by the Missionaries of the Precious Blood (C.P.P.S.). The College prepares graduates for careers and graduate school with academic and professional programs based on a strong foundation in the liberal arts and sciences. Our programs are designed to empower graduates to improve their lives and the lives of their families. In an academically challenging and flexible environment dedicated to student learning, the College acknowledges and respects the dignity and worth of each individual. Serving a richly diverse population, the College encourages differing views, fosters personal growth, and promotes the formation of spiritual, moral and ethical values in support of social justice and personal responsibility.

## Accreditation

Calumet College of St. Joseph is accredited to offer masters, baccalaureate and associate's degrees, certificates, and diplomas by the Higher Learning Commission, a member of North Central Association, 30 N. LaSalle St., Suite 2400, Chicago, IL 60602-2504, and (800) 621-7440. The College has been approved by the Indiana Professional Standards Board for the training of elementary and secondary teachers and holds membership in a number of state, regional, and national educational and professional associations, including the Independent Colleges of Indiana, the Indiana Conference of Higher Education, and the National Catholic Educational Association.

## Baccalaureate Programs Offered at Ancilla College

Calumet College of St. Joseph offers two baccalaureate programs at Ancilla College. Students who hold associate degrees from Ancilla College or another accredited institution of higher learning can earn a bachelor degree in Business Management or Criminal Justice while attending classes at Ancilla College. Each of these two programs is enhanced in order ensure that students earn the full number of credit hours required for graduation. A concentration in Human Resources Management is included as part of the Business Management Program, and a minor in Paralegal/Pre-Law Studies is included as part of the Criminal Justice Program. (Individualized schedules can be developed for students for whom the enhanced portions of these two academic offerings may not be applicable.)

Classes are offered during evening hours at Ancilla College and are scheduled to enable students to complete their bachelor degrees in as little as two years. Students may also attend on a part-time basis. All courses offered by Calumet College of St. Joseph are delivered in an accelerated eight-week format.

To apply, a prospective student must complete and submit an electronic application for admission through Calumet College of St. Joseph's web site: [www.ccsj.edu](http://www.ccsj.edu). Official transcripts from all institutions of higher learning attended should be forwarded simultaneously to Calumet College of St. Joseph's Office of Admissions. An analysis of the application and transcripts will then be conducted and an admissions decision will be forwarded to the applicant, usually within two weeks. All testing requirements are waived in the case of applicants who have earned or are about to earn an associate degree from Ancilla College. Once a student is admitted, registration for classes can be processed through Calumet College of St. Joseph's Online Services web portal. (Instructions will be provided as part of the admissions decision package.) Applications for financial aid can be processed online as well by annotating Calumet College of St. Joseph's unique financial aid code (001834) on the FAFSA form used by all institutions of higher learning. A financial aid counselor at Calumet College of St. Joseph will create a financial aid package for the prospective student upon his or her admission.

General questions concerning the two baccalaureate degrees offered by Calumet College of St. Joseph can be answered by student services professionals at Ancilla College. For more specific questions, the Offices of Admissions, Advising, Financial Aid, and Student Financial Services at Calumet College of St. Joseph can be contacted both by telephone and e-mail. A list of these telephone numbers and e-mail addresses are listed below.

## Contact Information

Academic Advising	877.700.9100 ext. 226	<a href="mailto:advising@ccsj.edu">advising@ccsj.edu</a>
Admissions	877.700.9100 ext. 215	<a href="mailto:admissions@ccsj.edu">admissions@ccsj.edu</a>
Business Office	877.700.9100 ext. 232	<a href="mailto:ajones@ccsj.edu">ajones@ccsj.edu</a>
Financial Aid	877.700.9100 ext. 296	<a href="mailto:finaid@ccsj.edu">finaid@ccsj.edu</a>
Library	877.700.9100 ext. 373	<a href="mailto:library@ccsj.edu">library@ccsj.edu</a>
Registrar	877.700.9100 ext. 211	<a href="mailto:registrar@ccsj.edu">registrar@ccsj.edu</a>