

# Chapter 17 - Graduate Programs

## College of Administration and Business

### Administration

Dean

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Interim Head, Department of Computer Information Systems and Analysis

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### Address

More information about the College of Administration and Business may be obtained by writing:

Graduate Division

College of Administration and Business

P.O. Box 10318

Louisiana Tech University

Ruston, LA 71272

(318) 257-4528

and/or by visiting the College's Web site:

<http://www.cab.latech.edu>

### Vision

We will be increasingly recognized for advancing the interests of our stakeholders through instruction, research and service that

- integrates business, entrepreneurship, and technology;
- leads to innovation in administration and business; and
- prepares our students to think strategically and become effective leaders.

### Mission

Our undergraduate programs equip graduates to succeed in entry-level professional positions in the area of their academic major and/or to pursue entrepreneurial activities. Our master's programs address the continuing professional development needs of those preparing for mid-level general management positions, intrapreneurial/entrepreneurial leadership positions, and advanced specialist positions. Our DBA program equips graduates to become scholars in their disciplines and to think beyond traditional boundaries.

Our graduate programs drive our mission to engage in discipline-based scholarship that advances knowledge, improves management practice, and enhances business performance. This scholarship is both the foundation and stimulus of the College's commitment to excellence in instruction in our undergraduate and graduate programs.

We serve as exemplars to our students as we utilize our professional skills in service to our College and University, our professional societies, and our community. We recognize an obligation to advance the lifelong professional education needs of our alumni and the broader business community in our area

and to contribute toward the economic development of Louisiana.

### Accreditation

The College of Administration and Business is accredited by the AACSB International – The Association to Advance Collegiate Schools of Business. Also, the School of Professional Accountancy is separately accredited by the AACSB.

### Degrees Offered

- Master of Business Administration
- Doctor of Business Administration
- Master of Professional Accountancy

Graduate programs in business are designed to prepare students to engage in professional and/or administrative careers in business and government, and to enter the academic community. Students may enter the master's and doctoral programs any quarter. Each graduate student has an advisor to help plan his/her program and tailor it to individual needs and objectives. In the College, no grade lower than C in courses taken for graduate credit will be applied toward a degree program. Also, no more than two C's will count toward a graduate degree. All courses pursued for graduate credit will be counted in the grade point average. *To receive a graduate degree, a student must have a cumulative average of at least 3.0 on all work pursued for graduate credit while registered at Louisiana Tech.*

### Graduate Assistantships

A limited number of graduate assistantships are available each year to students of high academic accomplishment. The stipend for graduate assistants is \$7,200. The graduate student who holds an assistantship is expected to carry a reduced classwork load that will vary depending on scholastic record and amount of work required by the assistantship. Teaching assistantships are awarded to doctoral students. The salary paid for these part-time teaching assignments is \$15,000 annually.

### Master of Business Administration (MBA)

The purpose of the Master of Business Administration (MBA) program is to offer an educational experience in business and management at the graduate level. The program is designed to provide breadth in exposure to the business disciplines and facilitate integration of knowledge of the various disciplines. It is an interdisciplinary and interdepartmental degree program offered by the Graduate Division and the academic departments of the College of Administration and Business. Ethical concerns and international issues are emphasized throughout the curriculum.

The curriculum leading to the MBA is administratively oriented and is characterized by breadth of course-field requirements. It does not require and, in fact, does not permit a major in any particular field. However, many students desire a modest concentration in an area such as accounting, economics, finance, management, marketing, or quantitative analysis. Such concentrations will consist of a minimum of 9 hours and, as such, will increase the total number of hours necessary to

complete the program. The courses to be taken by a student seeking a concentration will be determined by the student's advisory committee and approved by the Associate Dean for Graduate Studies and Research. Also, scheduling and resource constraints may limit the availability of concentrations from time to time.

## Objectives and Outcomes

During the MBA program students will

- Examine the theory, principles and knowledge necessary to manage modern business enterprises effectively.
- Work in teams to formulate solutions to complex business problems.
- Develop an awareness of the issues and questions faced by those in leadership positions.
- Design and communicate solutions to case studies and real world problems.

## Admission Requirements

To qualify for admission to the MBA program, applicants must meet the admission requirements of the Graduate School of the University and the admission requirements of the Graduate Division of the College of Administration and Business. Any applicant who holds a bachelor's degree, or equivalent, from an accredited college or university will be considered for admission regardless of the undergraduate field of study. An applicant for admission should understand that graduate work is not merely an extension of undergraduate work. Graduate study operates at a significantly higher level of rigor, demands scholarship of a higher order, and places more emphasis on research and student responsibility.

Once the admission requirements of the Graduate School have been met, the MBA Admissions Committee will grant admission only to those individuals who demonstrate significant accomplishment and/or high potential for success. The decision of the Admissions Committee is normally based on a combination of the applicant's previous academic record and the applicant's score on the Graduate Management Admission Test (GMAT). Applicants with a composite score (equal to 200 x UGPA + GMAT score) of at least 1,100 (1,150 when calculated using the GPA from the applicant's last 60 credit hours) and who have an undergraduate GPA of at least 2.75 and a GMAT score of at least 450 are eligible for unconditional admission to the MBA program. Applicants meeting the minimum composite score, but who are not able to meet the minimum GPA or GMAT requirements may be considered for conditional admission to the MBA program. Also, significant business experience may serve as an indicator of an individual's ability to complete the program, and thus may be considered by the Committee.

For information, contact the Associate Dean for Graduate Studies and Research, College of Administration and Business, Louisiana Tech University, Ruston, LA 71272; send an e-mail to [cabgrad@cab.latech.edu](mailto:cabgrad@cab.latech.edu); or refer to our web site: <http://www.cab.latech.edu/>.

## Foundation Requirements

Students entering the MBA program may come from areas other than business, but need to demonstrate a knowledge base sufficient to enable them to complete graduate-level work in business. Evidence of such foundation knowledge may consist of the completion of undergraduate courses constituting a business core, recent business experience, and/or satisfactory performance on the GMAT. At a minimum, each student is presumed to be computer literate and to have had recent, college-level course work in the following core areas:

- computer information systems,
- economics,
- financial reporting, analysis, and markets,
- domestic and global economic environments of organizations,
- creation and distribution of goods and services,
- human behavior in organizations,
- calculus and linear algebra,
- statistics

The Associate Dean for Graduate Studies and Research of the College of Administration and Business determines the acceptability of all work submitted in satisfaction of the foundation and prescribes appropriate courses to be taken to remove any deficiencies.

### MBA Curriculum - General\* (MBA)

Quantitative Analysis 525.....	3
Computer Information Systems 510.....	3
Economics 510.....	3
Accounting 505.....	3
Finance 515.....	3
Management 510.....	3
Marketing 530.....	3
Electives.....	6
Management 595.....	3
Total.....	<u>30</u>

### MBA Curriculum - With Concentration\* (MBA)

Quantitative Analysis 525.....	3
Computer Information Systems 510.....	3
Economics 510.....	3
Accounting 505.....	3
Finance 515.....	3
Management 510.....	3
Marketing 530.....	3
Concentration Courses.....	9
Management 595.....	3
Total.....	<u>33</u>

\*The student who has recently completed an undergraduate program with specialization (major or minor) in one of the areas of business may be required to substitute a graduate business elective for the course in that area specified in the curriculum. For example, a student with an undergraduate degree in Accounting will be required to take Accounting 508 in lieu of Accounting 505. Upon approval of the Associate Dean for Graduate Affairs and Academic Research, students may transfer up to 6 hours of graduate credit toward the MBA degree. To be eligible for graduate credit, courses must have been taken at a college of business accredited by the AACSB.

## Master of Professional Accountancy (MPA)

The Master of Professional Accountancy (MPA) program is designed to provide graduate-level education in accounting for individuals seeking rewarding careers in public accounting, industry, and government.

For information, contact the Director of the School of Professional Accountancy or the Associate Dean for Graduate Studies and Research, College of Administration and Business, Louisiana Tech University, Ruston, LA 71272; send an e-mail to [cabgrad@cab.latech.edu](mailto:cabgrad@cab.latech.edu); or refer to our web site: <http://www.cab.latech.edu/>.

## Objectives and Outcomes

The MPA program will

- Provide students with the knowledge and tools needed to obtain meaningful employment and have successful careers.
- Prepare students for management positions.
- Provide the educational background for students to meet the educational requirements of various accounting certifications.
- Prepare students for a career in accounting.

Additionally, the MPA program has been designed to enable students to achieve the following learning objectives:

- Strengthen students' comprehension of accounting and business.
- Improve students' ability to focus on appropriate issues and develop solutions to problems where needed.
- Further refine students' oral and written communication skills.
- Broaden students' understanding of global issues.
- Expand students' understanding of professional and ethical issues faced by accountants.
- Develop student's ability to appraise the accounting profession critically.

## Admission (Accounting Background)

Admission to the graduate phase of the MPA program is based upon the combination of an applicant's academic record and score on the Graduate Management Admission Test (GMAT). The decision of the Admissions Committee is normally based on a combination of the applicant's previous academic record and the applicant's score on the Graduate Management Admission Test (GMAT). Applicants with a composite score (equal to  $200 \times \text{UGPA} + \text{GMAT score}$ ) of at least 1,100 (1,150 when calculated using the GPA from the applicant's last 60 credit hours) and who have an undergraduate GPA of at least 2.75 and a GMAT score of at least 450 are eligible for unconditional admission to the MPA program. Applicants meeting the minimum composite score, but who are not able to meet the minimum GPA or GMAT requirements may be considered for conditional admission to the MPA program. Students may enter the program any quarter, and each individual has an advisor to help plan the program.

Transcripts of students entering the MPA program at the graduate level are evaluated and proper courses prescribed to satisfy the degree requirements. The undergraduate phase of the MPA program is given in the Accounting section of the undergraduate portion of this Catalog.

The normal graduate phase of the MPA program is given below. The graduate phase may normally be completed in 1 year by Accounting undergraduates who have performed satisfactorily in appropriate preparatory work. Upon approval of the Associate Dean for Graduate Studies and Research, students may transfer up to 6 hours of graduate credit toward the MPA degree. For transfer courses to be accepted for graduate credit, courses must have been taken at a college of business accredited by the AACSB.

Year 5	
Accounting 506 OR 507.....	3
Accounting 508 .....	3
Accounting 513 .....	3
Accounting 521 .....	3
Accounting Electives**.....	9
CAB Electives (2 500-level non-accounting).....	6
Business Law 410.....	3

30

\*Total must include at least 15 hours of 500-level Accounting taken at Louisiana Tech.

\*\*Accounting 505 cannot be taken as an elective. Only 6 hours of accounting courses below the 500-level may be taken.

## Admission (Non-Accounting Background)

In addition to meeting the core business courses, the applicant must have satisfactorily completed the following minimum accounting courses:

Accounting Systems.....	3
Intermediate Accounting *.....	9
Income Tax .....	3
Managerial Cost Accounting .....	3
Advanced Accounting.....	3
Auditing.....	3
Mathematics 222 or Quantitative Analysis 390 .....	3
Quantitative Analysis 233.....	3
English 303 or 336.....	3

TOTAL 33

\*Or an equivalent intermediate sequence which is 6 hours at some universities.

## Doctor of Business Administration (DBA)

The Doctor of Business Administration degree is a professional degree at the highest level of formal study in business administration. It is intended to develop the breadth and depth of comprehension, the command of research methodology, and the understanding of related disciplines required for careers in university teaching and research, or for high-level professional and administrative positions in business, government, education, or other organizations. The Doctor of Business Administration degree is a broad, interdisciplinary degree. The DBA candidate must expect to exhibit or develop a high level of competence and skills of individual inquiry and original research which characterize the doctorate. The student will work under the close supervision of a major professor and an Advisory Committee.

## Objectives and Outcomes

While completing their program of study, DBA students will develop and demonstrate the depth and breadth of their analytical and empirical skills by

- Identifying and developing research projects relevant to the business disciplines, culminating with the preparation and defense of a dissertation.
- Contributing to the body of knowledge in their chosen discipline by submitting research papers to refereed journals for consideration for publication or for presentation at professional meetings and conferences.
- Being prepared to teach in accredited universities.

## Admission to the DBA Program

To qualify for admission to the DBA program, applicants must meet the graduate admissions requirements of the Graduate School and the doctoral admissions requirements of the College. If these requirements have been or can be met, the application will be reviewed by a doctoral admissions committee to determine personal characteristics, research interest and capability, motivation and perseverance, and promise of success in high-level advanced study.

The academic record and score on the Graduate Management Admissions Test (GMAT) must demonstrate sufficient promise to indicate that they are qualified to perform

successfully in the DBA program. More emphasis will be placed on an applicants' graduate record than on their undergraduate record if they have already earned their master's degree.

### **Admission Procedure**

1. Take the Graduate Management Admission Test. Arrangements can be made by calling (800) GMAT - NOW. Request that your test score be sent to the Associate Dean for Graduate Studies and Research, College of Administration and Business (code 6372), Louisiana Tech University, Ruston, LA 71272.
2. Complete a Graduate School application for admission form and pay application fee. Applications can be obtained from the Graduate School, Louisiana Tech University, P. O. Box 7923, Ruston, LA 71272, or downloaded from our website <http://www.cab.latech.edu/>. Return the completed application to the Graduate School.
3. Request official transcripts from all colleges and universities attended at any time in the past be sent to the Graduate School.
4. Send 3 letters of reference from persons who know your qualifications for doctoral study to the Associate Dean for Graduate Studies and Research, College of Administration and Business, Louisiana Tech University, Ruston, LA 71272. These letters should be submitted before or by the time the application is made. Also, the applicant should send a current resume to the same address.
5. After the above 4 steps have been completed, an invitation may be extended to participate in an interview with selected business faculty. The admission decision will be made by the DBA Admissions Committee after this interview. All of an applicant's credentials will be used in making this decision.

### **Field and Related Requirements**

The Doctor of Business Administration degree program requires knowledge to be developed in 3 subject areas chosen from the following fields: accounting, economics, finance, management, marketing, and quantitative analysis. Also, research support courses in mathematics, statistics, computer languages, and other selected fields will be chosen according to the major field of the student. Regardless of the specific fields used by the DBA student, the student must normally show credit for at least one course for graduate credit in each of these: accounting, economics (normally 2 courses), finance, management (normally Business Policy), marketing, research methods, and statistics. There is no requirement of a foreign language for the DBA degree.

### **Hours Required and General Examinations for the DBA Program**

A minimum of 60 semester credit hours of graduate course work is required beyond the bachelor's degree exclusive of credit for dissertation research and Current Topics in Research Seminar. The advisory committee will decide the number of credit hours which students must take to provide the necessary strength in their fields.

Upon completion of the course requirements, written and oral comprehensive examinations are administered. After all examinations are completed, the student will be admitted to candidacy status. After the completion of the dissertation, a final oral examination in defense of the dissertation will be administered. All examinations are to be taken on the main campus under the direct supervision of appropriate faculty members.

### **Dissertation**

Credit and progress in the dissertation will be provided by registration in Administration and Business 690. A final oral examination in defense of the dissertation will be administered after the dissertation is completed.

### **Residence Requirements**

A minimum of 3 consecutive quarters and a minimum of 24 semester credits, exclusive of research and dissertation credit, beyond the master's degree or its equivalent, are required to be taken on the Louisiana Tech campus. The student's advisory committee generally specifies additional residential course work beyond the minimum of 24 credit hours.

### **Candidacy and Time Limitation**

After the student has successfully passed all examinations, the student will be admitted to candidacy. The student must complete the dissertation and pass the final oral examination (defense of the dissertation) within a maximum of 3 calendar years after being admitted to candidacy, with up to 2 one-year extensions. Students must request an extension of the 3-year time limit in writing. Such a request must include a discussion of the reasons for the extension, a description of the work completed to date, and a projected timetable for completion of the dissertation. The final oral examination (defense of the dissertation) must be completed successfully at least 2 weeks prior to the date the degree is to be received.

### **Additional Information**

Additional information may be obtained from the Associate Dean for Graduate Studies and Research, College of Administration and Business, P. O. Box 10318, Louisiana Tech University, Ruston, Louisiana 71272. Telephone (318) 257-4528; send an email to [cabgrad@cab.latech.edu](mailto:cabgrad@cab.latech.edu); or refer to our web site: <http://www.cab.latech.edu/>.