

2009-2010 Guelph-Humber Calendar

The information published in this University of Guelph-Humber Calendar outlines the rules, regulations, curricula, programs and fees for the 2009-2010 academic year, including Summer Semester 2009, Fall Semester 2009 and Winter Semester 2010.

For your convenience the Guelph-Humber Calendar is available in PDF format.

If you wish to link to the Guelph-Humber Calendar please refer to the Linking Guidelines.

The University of Guelph is a full member of:

- The Association of Universities and Colleges of Canada

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The logo for the University of Guelph, featuring the words "UNIVERSITY of GUELPH" in a stylized font.The tagline "CHANGING LIVES IMPROVING LIFE" in a bold, sans-serif font, set against a yellow background.

| Revision Information: | |
|-----------------------|---------------------|
| May 1, 2009 | Initial Publication |
| June 9, 2009 | Second Publication |
| July 15, 2009 | Third Publication |
| January 5, 2010 | Fourth Publication |

Disclaimer

University of Guelph-Humber 2009

The information published in this Calendar outlines the rules, regulations, curricula, programs and fees for the 2009-2010 academic year, including the Summer Semester 2009, the Fall Semester 2009, and the Winter Semester 2010.

The University reserves the right to change without notice any information contained in this calendar, including fees, any rule or regulation pertaining to the standards for admission to, the requirements for the continuation of study in, and the requirements for the granting of degrees or diplomas in any or all of its programs. The publication of information in this calendar does not bind the University to the provision of courses, programs, schedules of studies, or facilities as listed herein.

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Published by: Undergraduate Program Services

Editor: J. Phippen, Manager, Registrarial Services (Guelph-Humber)

Introduction

Collection, Use and Disclosure of Personal Information

Personal information is collected under the authority of the University of Guelph Act (1964), and in accordance with Ontario's Freedom of Information and Protection of Privacy Act (FIPPA) <http://www.e-laws.gov.on.ca/index.html>. This information is used by University officials in order to carry out their authorized academic and administrative responsibilities and also to establish a relationship for alumni and development purposes. Certain personal information is disclosed to external agencies, including the Ontario Universities Application Centre, the Ministry of Training, Colleges and Universities, and Statistics Canada, for statistical and planning purposes, and is disclosed to other individuals or organizations in accordance with the Office of Registrarial Services Departmental Policy on the Release of Student Information. For details on the use and disclosure of this information call the Office of Registrarial Services at the University at (519) 824-4120 or see <http://www.uoguelph.ca/registrar/registrar/index.cfm?index>.

Statistics Canada - Notification of Disclosure

For further information, please see Statistics Canada's web site at <http://www.statcan.ca>.

Address for University Communication

Depending on the nature and timing of the communication, the University may use one of these addresses to communicate with students. Students are, therefore, responsible for checking all of the following on a regular basis:

Email Address

The University issued email address is considered an official means of communication with the student and will be used for correspondence from the University. Students are responsible for monitoring their University-issued email account regularly. See Section I--Statement of Students' Academic Responsibilities for more information.

Home Address

Students are responsible for maintaining a current mailing address with the University. Address changes can be made, in writing, through the Registrar's office.

Name Changes

The University of Guelph is committed to the integrity of its student records, therefore, each student is required to provide either on application for admission or on personal data forms required for registration, his/her complete, legal name. Any requests to change a name, by means of alteration, deletion, substitution or addition, must be accompanied by appropriate supporting documentation.

Student Confidentiality and Release of Student Information Policy Excerpt

The University undertakes to protect the privacy of each student and the confidentiality of his or her record. To this end the University shall refuse to disclose personal information to any person other than the individual to whom the information relates where disclosure would constitute an unjustified invasion of the personal privacy of that person or of any other individual. All members of the University community must respect the confidential nature of the student information which they acquire in the course of their work.

Complete policy at <http://www.uoguelph.ca/policies>.

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Bachelor of Business Administration - Diploma in Business Administration

The Business Administration program is of an interdisciplinary nature drawing, on appropriate courses in the humanities and social sciences. The program is designed to give students a broad exposure to the basic business disciplines (e.g. economics, accounting, finance, marketing etc) and a sound professional management education while allowing students to focus on specific industry sectors by selecting an "area of emphasis" in the upper two years of study. The early semesters are devoted to instruction in the basic disciplines while the later semesters are devoted to more professional studies.

Students are required to complete 13.50 core business credits, 4.50 "restricted electives" and 2.00 general elective credits in order to be eligible for graduation. Students must complete these requirements in order to be eligible to graduate with both the university honours degree (awarded by the University of Guelph) and the college diploma (awarded by Humber). No option exists to graduate with only one of the above listed credentials as the program is fully integrated.

Conditions for Graduation

In addition to meeting all program specific course and credit requirements, students must have a minimum 60% cumulative average in order to be eligible for graduation. Students will not normally be eligible to graduate while on Probationary status or Required to Withdraw status. A student denied graduation while on Probationary status or Required to Withdraw status may submit a request for Academic Consideration to the Academic Review Sub-Committee.

Areas of Emphasis

International Business

Studies in this area focus on conducting business within the global economy and include courses in International Trade, International Law, and the business practices of Asia Pacific, Europe, and Latin America. In order to obtain recognition for an area of emphasis, students must take at least 2.50 credits from the listing in that area. Only one area of emphasis can be declared.

Finance

This area of emphasis provides students with an understanding of money-management and financial management practices. Courses include Investment Finance, Personal Financial Planning, and Portfolio Management. After completing specific finance courses, students are eligible to sit for the Canadian Securities Institute licensing examination. In order to obtain recognition for an area of emphasis, students must take at least 5 courses from the listing in that area. Only one area of emphasis can be declared.

Accounting

The courses in accounting will allow students to gain a deeper understanding of accounting practices and the various practical skills required in the field. Accounting courses include Managerial Accounting, Taxation, and Auditing. The Institute of Chartered Accountants of Ontario (ICAO) recognizes the University of Guelph-Humber's accounting courses as having the 51 credit hours required for CA candidacy. In order to obtain recognition for an area of emphasis, students must take at least 5 courses from the listing in that area. Only one area of emphasis can be declared. Students wishing to obtain a CGA, CMA or CA designation should consult with the designating bodies as well as the Business Program Advisor, regarding which courses are required.

Marketing

Students will apply knowledge of the business world to explore how product, price, promotion, and distribution frameworks are used to satisfy consumer needs and achieve organizational objectives. Courses include Professional Selling, E-Commerce, and an applied Marketing Research Project. In order to obtain recognition for an area of emphasis, students must take at least 5 courses from the listing in that area. Only one area of emphasis can be declared.

Management of Not-for-Profit Enterprises

In this area of emphasis, students learn how to manage charitable organizations and other not-for-profit enterprises. In addition to courses in fundraising and community and government relations, students have the opportunity to run the Art Gallery on campus – selecting artists and promoting their work through Event Management courses. In order to obtain recognition for an area of emphasis, students must take at least 5 courses from the listing in that area. Only one area of emphasis can be declared.

Small Business Management and Entrepreneurship

Students will explore crucial strategies for initiating and maintaining a successful small business in today's marketplace. The range of courses include Business Consulting, Event Management, and Planning a Small Business. In order to obtain recognition for an area of emphasis, students must take at least 5 courses from the listing in that area. Only one area of emphasis can be declared.

Schedule of Studies

Note: All courses are weighted 0.50 credits unless noted otherwise.

Semester 1

| | | |
|-----------|--------|--------------------------|
| AHSS*1000 | [0.50] | Microeconomics |
| BADM*1000 | [0.50] | Introduction to Business |
| BADM*1010 | [0.50] | Business Law |
| BADM*1030 | [0.50] | Accounting I |
| BADM*1040 | [0.50] | Marketing |

Semester 2

| | | |
|-----------|--------|--|
| AHSS*1010 | [0.50] | Macroeconomics |
| AHSS*1030 | [0.50] | Introduction to Organizational Behaviour |
| BADM*1020 | [0.50] | Business Information Systems |
| BADM*1060 | [0.50] | Accounting II |
| SCMA*1000 | [0.50] | Business Statistics |

Semester 3

| | | |
|---------------|--------|----------------------------------|
| BADM*2000 | [0.50] | Human Resources Management |
| BADM*2010 | [0.50] | Managerial Accounting |
| BADM*2020 | [0.50] | Consumer Behaviour |
| SCMA*2000 | [0.50] | Quantitative Methods in Business |
| 0.50 elective | | |

Semester 4

| | | |
|---|--------|-------------------------------|
| BADM*2030 | [0.50] | Advertising in Business |
| BADM*2040 | [0.50] | Customer Service |
| BADM*2050 | [0.50] | Ethics and Values in Business |
| BADM*2060 | [0.50] | Business Logistics |
| 0.50 electives or restricted electives if in Accounting | | |

Semester 5

| | | |
|---------------------------|--------|------------------------------|
| BADM*3000 | [0.50] | Finance |
| BADM*3110 | [0.50] | Entrepreneurial Studies |
| SCMA*3010 | [0.50] | Research Methods in Business |
| 0.50 electives | | |
| 0.50 restricted electives | | |

Semester 6

| | | |
|---------------------------|--------|-------------------|
| BADM*3030 | [0.50] | Direct Marketing |
| BADM*3160 | [0.50] | Corporate Finance |
| 0.50 electives | | |
| 1.00 restricted electives | | |

Semester 7

| | | |
|---------------------------|--------|--------------------|
| BADM*4000 | [0.50] | Business Policy |
| BADM*4200 | [0.50] | Project Management |
| 1.50 restricted electives | | |

Semester 8

| | | |
|---------------------------|--------|------------------------|
| BADM*4340 | [0.50] | Leadership in Business |
| BADM*4400 | [0.50] | Applied Business Study |
| 1.50 restricted electives | | |

Restricted Electives

International Business

| | | |
|-----------|--------|--------------------------|
| BADM*3040 | [0.50] | International Finance |
| BADM*3060 | [0.50] | International Law |
| BADM*3140 | [0.50] | International Trade |
| BADM*4120 | [0.50] | Business Consulting |
| BADM*4170 | [0.50] | Asia Pacific - Regional |
| BADM*4180 | [0.50] | Latin America - Regional |
| BADM*4190 | [0.50] | Europe - Regional |
| BADM*4360 | [0.50] | Negotiation in Business |
| BADM*4370 | [0.50] | History of Business |

Marketing

| | | |
|-----------|--------|----------------------------|
| BADM*3080 | [0.50] | Professional Selling |
| BADM*4040 | [0.50] | E-Commerce |
| BADM*4050 | [0.50] | Marketing Research Project |
| BADM*4120 | [0.50] | Business Consulting |
| BADM*4140 | [0.50] | Event Management I |
| BADM*4160 | [0.50] | Event Management II |
| BADM*4360 | [0.50] | Negotiation in Business |
| BADM*4370 | [0.50] | History of Business |
| BADM*4390 | [0.50] | Relationship Marketing |

Finance

| | | |
|-----------|--------|-----------------------------|
| BADM*3040 | [0.50] | International Finance |
| BADM*3090 | [0.50] | Money, Banking & Finance |
| BADM*4060 | [0.50] | Investment Finance |
| BADM*4070 | [0.50] | Personal Financial Planning |
| BADM*4080 | [0.50] | Insurance & Risk Management |
| BADM*4090 | [0.50] | Portfolio Management |
| BADM*4120 | [0.50] | Business Consulting |

| | | |
|-----------|--------|-------------------------|
| BADM*4360 | [0.50] | Negotiation in Business |
| BADM*4370 | [0.50] | History of Business |

Small Business Management & Entrepreneurship

| | | |
|-----------|--------|---------------------------|
| BADM*3080 | [0.50] | Professional Selling |
| BADM*4100 | [0.50] | Small Business Management |
| BADM*4110 | [0.50] | Planning a Small Business |
| BADM*4120 | [0.50] | Business Consulting |
| BADM*4140 | [0.50] | Event Management I |
| BADM*4160 | [0.50] | Event Management II |
| BADM*4360 | [0.50] | Negotiation in Business |
| BADM*4370 | [0.50] | History of Business |
| BADM*4390 | [0.50] | Relationship Marketing |

Management of Not for Profit Enterprises

| | | |
|-----------|--------|------------------------------------|
| BADM*4120 | [0.50] | Business Consulting |
| BADM*4130 | [0.50] | Board, Community & Govt. Relations |
| BADM*4140 | [0.50] | Event Management I |
| BADM*4150 | [0.50] | Fundraising |
| BADM*4160 | [0.50] | Event Management II |
| BADM*4360 | [0.50] | Negotiation in Business |
| BADM*4370 | [0.50] | History of Business |

Accounting

| | | |
|-----------|--------|--------------------------------|
| BADM*3120 | [0.50] | Intermediate Accounting I |
| BADM*3130 | [0.50] | Intermediate Accounting II |
| BADM*3150 | [0.50] | Managerial Accounting II |
| BADM*4210 | [0.50] | Advanced Financial Accounting |
| BADM*4220 | [0.50] | Taxation I |
| BADM*4230 | [0.50] | Taxation II |
| BADM*4240 | [0.50] | Auditing I |
| BADM*4250 | [0.50] | Accounting Theory |
| BADM*4260 | [0.50] | Auditing II |
| BADM*4270 | [0.50] | Auditing III |
| BADM*4280 | [0.50] | Advanced Managerial Accounting |
| BADM*4380 | [0.50] | Internal Controls |