

## Part Eight

# FACULTY OF MANAGEMENT

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## 1. PHILOSOPHY AND PROGRAMS

The Faculty of Management incorporates in its program the University of Lethbridge philosophy of providing a liberal education. The program encourages personal growth through the enhancement of knowledge about the individual and society and our political and economic environments and through development of interpersonal abilities, habits of precise reasoning and confidence in professional skills.

The Faculty offers a four-year, 40-course program leading to the Bachelor of Management degree (B.Mgt.). The first year is spent in preparatory study in the Faculty of Arts and Science while the final three years are devoted to professional study in Management.

Within the B.Mgt. program, students may take general management studies or they may choose one of the following majors: Accounting, Business Enterprises and Self-Governing Systems of Indian, Inuit and Métis Peoples (BESS), Computer Science, Economics, Finance, General Management, Human

Resource Management and Organization Studies, International Management, Labour Relations, Management Information Systems, Marketing, Mathematics, Political Science and Public Administration.

The Faculty also offers a two-year, 20-course Post-Diploma program leading to the Bachelor of Management degree (or 25 courses for students taking the Post-Diploma Qualifying semester). The Post-Diploma program is open to students holding a two-year diploma in business administration or management or a related discipline. Majors available are Accounting, Business Enterprises and Self-Governing Systems of Indian, Inuit and Métis Peoples (BESS), Finance, General Management, Human Resource Management and Organization Studies, International Management, Labour Relations, Management Information Systems, Marketing and Public Administration.

Management Certificate programs for non-degree students are also offered in the fields of Business Enterprises and Self-Governing Systems of Indian, Inuit and Métis Peoples (BESS),

Finance, General Management, Human Resource Management and Organization Studies, Labour Relations, Management Information Systems and Marketing.

The Faculty of Management also offers an eight-course Professional Accounting Diploma program.

## 2. ADVISING AND INFORMATION

The need for programs to meet degree requirements makes it essential for new and returning students to seek advice concerning their academic goals, program and standing.

Even though the B.Mgt. program requires one year of study in the Faculty of Arts and Science prior to admission to the Faculty of Management, students should obtain advice in their first semester concerning requirements for admission to the Faculty of Management.

Academic advice may be obtained at any time during the year, but it is recommended that new students consult the Student Affairs Office in the Faculty of Management during the three weeks prior to registration and/or the start of a semester.

Students must obtain the approval of the Faculty of Management for:

- Admission to Management programs.
- Advance approval of programs based on transfer credit.
- B.Mgt. as a second degree.
- Authorized study at other universities.
- Enrolment in more than five courses during the semester and more than two courses in a Summer Session.

Students may obtain advice and information from the Faculty of Management Student Affairs Office for:

- Program selection and planning.
- Academic regulations and degree requirements.
- Grading system and appeals.
- Future scheduling of courses.
- Prerequisites and recommended backgrounds.
- Availability of Independent and Applied Study.

## 3. ADMISSION

### Bachelor of Management (B.Mgt.)

Admission to a degree program in the Faculty of Management occurs at the second-year level of university studies and is based on the following requirements:

- Completion of 10 courses which must include:  
Economics 1001 - Introduction to Economics  
Economics 2000 - Principles of Macroeconomics  
Statistics 1770 - Introduction to Probability and Statistics  
Seven Arts and Science courses at the 1000/2000 level  
**Students are strongly recommended to consult program planning materials, and to complete certain courses in the recommended semesters, to graduate on schedule. These courses vary depending on the major.**
- A minimum cumulative grade point average of 2.00. The grade point average is calculated on the basis of all graded courses, including the admission-level compulsory Management courses.

- Students must satisfy a Writing Proficiency Requirement for admission to the Faculty by:

- Obtaining a grade of 75 percent or better on the Alberta English 30 diploma exam;
- Obtaining a grade of 80 percent or better in an equivalent English course from any province;
- Passing the Alberta Universities' Writing Competency Test (AUWCT);
- Obtaining a pass in the Writing for University course;
- Successful completion of Management 3090 with a minimum grade of C-;
- Obtaining a B grade or better in a University English course; or,
- Successful completion of a recognized degree from an English-language university.

- A minimum grade of C- must be obtained in Economics 1001, Economics 2000 and Statistics 1770.

For students who subsequently have completed an advanced-level course in the discipline, whose prerequisite is a course with a grade less than C-, and who receive a grade which is at least a B in the advanced-level course, the C- grade requirement will be waived.

Students who change their program and who have received a "Cr" grade in a course required for admission to the Faculty, upon presenting proof from the Registrar's Office that their actual grade was at least a C-, will not be required to repeat that course to obtain at least a C-grade. However, the student's actual grade will be used for internal purposes, such as calculation of admission GPA and calculation of Management GPA.

- A personal interview may be required.
- Registered students seeking a degree may take a maximum of five 3000/4000-level Management courses prior to being admitted to the Faculty.

**Note:** *Students who plan to pursue one major and subsequently change to another major will be required to complete all compulsory courses for the new major.*

Applicants who possess the degree B.Comm. or its equivalent from a recognized institution are not admissible to the B.Mgt. program.

### Post-Diploma Bachelor of Management

There are two admission routes to the Post-Diploma B.Mgt. program:

- Completion of a two-year diploma in business administration or management or a related discipline with a cumulative program grade point average of 3.00 or above on the University of Lethbridge grade point scale; OR
- Completion of two-year diploma in business administration or management or a related discipline with a cumulative program grade point average of 2.00 to 2.99 on the University of Lethbridge grade point scale, and

completion of a five course qualifying semester with a grade point average of 2.50 or greater. See **Section 9 (p. 146)** in this Part for details on the courses in the qualifying semester.

#### *Writing Proficiency Requirement*

Post-diploma students must satisfy a Writing Proficiency Requirement for admission to the Faculty by:

1. Obtaining a grade of 75 percent or better on the Alberta English 30 diploma exam;
2. Obtaining a grade of 80 percent or better in an equivalent English course from any province;
3. Passing the Alberta Universities' Writing Competency Test (AUWCT);
4. Obtaining a pass in the Writing for University course;
5. Successful completion of Management 3090 with a minimum grade of C-;
6. Obtaining a B grade or better in a University English course; or
7. Successful completion of a recognized degree from an English-language university.

#### **Co-operative Education Studies**

Admission requirements for the Co-operative Education majors include the same courses as for the respective non-Co-operative Education route. Years One and Two courses for Co-operative Education majors are listed in **Section 8a (pp. 138-139)**.

Co-op students are selected on the basis of grade point average and the ability to perform in a work setting. Other factors such as work experience, extra-curricular activities and volunteer positions are considered when selecting participants for the Co-operative Education Studies program.

#### **Certificate Program in Management**

Admission to this program is possible through the admission routes described in this Calendar (see **Part 1 - Admission**). Courses for the Certificate Program in Management are listed in **Section 14 (p. 151)** of this Part.

#### **Professional Accounting Diploma**

Admission to the Professional Accounting Diploma program will be allowed as follows:

1. An undergraduate degree with a major in Accounting.
2. An undergraduate university degree, subject to successful completion of certain designated courses to a maximum of seven.

**Note:** *Students seeking to pursue a professional accounting designation may be required to complete additional general courses as specified by their professional association. These courses are to be selected as far as possible to include courses in Management and Accounting not included in the applicant's undergraduate program.*

Courses for the Professional Accounting Diploma are listed in **Section 15 (p. 152)**.

#### **Enrolment Limits**

There are enrolment limits on the number of students admitted to the B.Mgt. program. Students should note that satisfactory completion of the pre-Management requirements does not guarantee admission to the B.Mgt. program. Admission is based primarily upon the grade point average in courses completed prior to admission.

#### **4. ACADEMIC STANDARDS**

- a. To retain a satisfactory academic standing students must maintain a cumulative grade point average of 2.00 or above at all stages in the progress toward a degree.
- b. Students shall be required to withdraw for academic reasons only following the Spring semester, and upon consideration of the student's cumulative grade point average and term grade point average at that time (see below). Should a student's record warrant academic discipline following the Fall semester, the student shall be placed on Academic Probation during the Spring semester (see below).

#### **Academic Probation**

If the term grade point average falls below 1.70 for one semester and/or the cumulative grade point average falls below 2.00 for one semester at the University of Lethbridge.

#### **Required Withdrawal for One Full Year**

If the term grade point average falls below 1.70 for two or more consecutive semesters and/or the cumulative grade point average falls below 2.00 for two or more consecutive semesters at the University of Lethbridge.

- c. A student who has taken fewer than five courses at the University of Lethbridge will not be required to withdraw.
- d. A student who completes courses in any School, Faculty or institution during the period of required withdrawal from the Faculty of Management is NOT permitted to count such courses for credit toward the B.Mgt. degree. A student who takes Arts and Science courses or 2000-level Management courses during required withdrawal, however, may use the grades in these courses to improve his/her grade point average. Students must not take any 3000/4000-level Management courses during required withdrawal; should a student take a course or courses which are required for fulfillment of his/her degree, additional courses will be assigned to meet that requirement.
- e. A student dismissed for academic reasons for two semesters may apply for readmission after a lapse of one full year.
- f. If a student is on academic probation from any other academic unit at the University of Lethbridge or at any

other institution, he/she may be admissible to the Faculty of Management.

- g. If a student is required to withdraw from any other academic unit at the University of Lethbridge or at any other institution, he/she will not be admissible to the Faculty of Management.

## 5. ACADEMIC STANDARDS - PROFESSIONAL ACCOUNTING DIPLOMA

- a. Students accepted in the Professional Accounting Diploma program must maintain a cumulative grade point average of 2.70 or above at all stages of their progress toward the diploma. Students must complete the diploma by the fourth year following the year of acceptance into the program.
- b. Students must attain a minimum grade of 2.0 (C) in each of the courses in the preparatory portion of the diploma program.

## 6. REGULATIONS WHICH APPLY TO COURSES TAKEN IN MANAGEMENT

### a. Course Load

B.Mgt. students admitted to the Faculty of Management must have permission to take more than five courses per semester or two courses in any Summer Session. Generally, permission is granted according to the following formulae:

- students with a cumulative grade point average of 3.25 or more are permitted to take seven or more courses per semester.
- students with a cumulative grade point average of 2.50 to 3.24 are permitted to take no more than six courses per semester.
- students with a cumulative grade point average of 2.49 or less are permitted to take no more than five courses per semester.

### b. Course Enrolment Limits

Enrolment limits are placed on Management courses to maintain the quality of instruction. Only students possessing the prerequisites are considered for enrolment.

Enrolment in Management 2000, 2060 (2061), 2070, 2100, 2400, 2700 and 3080 may be restricted. Priority will be given to students registered as second degree Management students and second-year Management students.

In 3000/4000-level Management courses, first priority is given to second degree Management and fourth-year Management students. Second priority is given to third-year students who have been admitted to a major in which the course is required.

### c. Applied Studies

Management students may earn up to five courses through Applied Studies, designated by the numbers

Management 3980-85 and Management 4980-85. Students who have credit for Applied Studies 2000-2001 and 2010-2011 may earn credit for a maximum of seven courses. Disciplinary credit will be assigned by the Management Applied Studies Committee.

### d. Independent Study

A student may be permitted to earn credit by Independent Study, designated by the numbers Management 3990 or Management 4990. Independent Study may be undertaken only in areas not covered by courses offered in the Management curriculum.

A proposal for study must be submitted to a Faculty member who will supervise the proposed study. The student may proceed with a formal registration of the study when approval from the instructor and the Dean of the Faculty of Management has been obtained. It is advisable to register in the study in the semester in which the work is expected to be completed.

All applications for Independent Studies shall be reviewed by a committee of the Faculty of Management and no grade shall be registered until approved by the Committee.

No student shall receive credit for more than three such Independent Studies while registered in the Management program.

## 7. GRADUATION

### a. Minimum Cumulative Grade Point Average

For graduation, a student must attain a minimum cumulative grade point average of 2.00 in courses taken at the University of Lethbridge. Courses from another institution accredited to a transfer student are not included in calculation of the cumulative grade point average.

A student must also attain a minimum Management grade point average of 2.00 to graduate with a Bachelor of Management degree.

### b. Limit on Introductory-Level Courses

No more than ten introductory level (0100-1990) courses are counted for credit toward the B.Mgt. degree, except for language courses, where only the first is counted toward this limit.

### c. Time Limit for Degree

All degree requirements must be completed within ten years after acceptance into the Faculty of Management.

### d. Time Limit for Retention of Course Credit

Students may receive credit for both Management and non-Management courses. Management courses must have been completed at an accredited post-secondary institution no more than eight years prior to admission to the Faculty of Management.

### e. General Liberal Education Requirement

(See **Part 4 - Academic Regulations, Section 6, pp. 64-66**).

## 8. BACHELOR OF MANAGEMENT (B.Mgt.)

### a. Years One and Two

Students who intend to apply for admission to a degree program in the Faculty of Management do so in the second semester of their first year in the Faculty of Arts and Science. Certain courses must be taken in the first year to support a student's application for admission to the Faculty of Management. See **Section 3, Admission** for details.

Students may apply for admission to one of the following majors: Accounting, Business Enterprises and Self-Governing Systems of Indian, Inuit and Métis Peoples (BESS), Computer Science, Economics, Finance, General Management, Human Resource Management and Organization Studies, International Management, Labour Relations, Management Information Systems, Marketing, Mathematics, Political Science and Public Administration.

**Students are also strongly recommended to consult program planning materials, and complete certain courses in the recommended semesters, to graduate on schedule. These courses vary, depending on the chosen major.**

#### 1. Core Requirements

Economics 1001 - Introduction to Economics  
 Economics 2000 - Principles of Macroeconomics  
 Management 2000 - Introduction to Management  
 Management 2060 (2061) - Introduction to Information Technology  
 Management 2100 - Introductory Accounting  
 Management 2400 - Management Accounting  
 Statistics 1770 - Introduction to Probability and Statistics

#### 2. Major Requirements

##### a. Accounting & Accounting Co-operative Education

Economics 2001 - Principles of Micro-economics  
 Management 2070 - Decision Analysis

**One of:** Mathematics 1510 - Techniques of Calculus  
 Mathematics 1560 - Calculus I

**One of:** Economics 2900 - Quantitative Methods in Economics  
 Statistics 2780 - Statistical Inference

Nine non-Management electives at the 1000/2000 level

##### b. Business Enterprises and Self-Governing Systems of Indian, Inuit and Métis Peoples (BESS) & BESS Co-operative Education

Economics 2001 - Principles of Micro-economics

Management 2530 - Communication and Information Literacy for Aboriginal Management

Management 2531 - Research Methods for Aboriginal Managers

Management 2700 - Research Methodology

Native American Studies 1000 - Introduction to Native American Studies

Native American Studies 2100 - Aboriginal Peoples and Law

Native American Studies 2400 - Traditional Aboriginal Political Economy

Six non-Management electives at the 1000/2000 level

### c. Computer Science & Computer Science Co-operative Education

Computer Science 1620 (1600) - Introduction to a Programming Language

Economics 2001 - Principles of Micro-economics

Management 2070 - Decision Analysis

Mathematics 1410 (1450) - Elementary Linear Algebra

**One of:** Mathematics 1510 - Techniques of Calculus  
 Mathematics 1560 - Calculus I

**One of:** Economics 2900 - Quantitative Methods in Economics  
 Statistics 2780 - Statistical Inference

Seven non-Management electives at the 1000/2000 level

### d. Economics & Economics Co-operative Education

Economics 2001 - Principles of Micro-economics

Economics 3000 - Intermediate Macroeconomic Theory

Economics 3001 - Intermediate Microeconomic Theory

Management 2070 - Decision Analysis

**One of:** Mathematics 1510 - Techniques of Calculus  
 Mathematics 1560 - Calculus I

**One of:** Economics 2900 - Quantitative Methods in Economics  
 Statistics 2780 - Statistical Inference

Seven non-Management electives at the 1000/2000 level

### e. Finance & Finance Co-operative Education

Economics 2001 - Principles of Micro-economics

Management 2070 - Decision Analysis

**One of:** Mathematics 1510 - Techniques of Calculus  
Mathematics 1560 - Calculus I

**One of:** Economics 2900 - Quantitative Methods in Economics  
Statistics 2780 - Statistical Inference

Nine non-Management electives at the 1000/2000 level

**f. General Management & General Management Co-operative Education**

Management 2700 - Research Methodology

Twelve non-Management electives at the 1000/2000 level

**g. Human Resource Management and Organization Studies & Human Resource Management and Organization Studies Co-operative Education**

Psychology 1000 - Basic Concepts of Psychology

**One of:** Economics 2900 - Quantitative Methods in Economics  
Statistics 2780 - Statistical Inference

Eleven non-Management electives at the 1000/2000 level

**h. International Management & International Management Co-operative Education**

Management 2700 - Research Methodology

Four language courses in a particular language from the following areas of study:

- Asian Pacific Rim: Japanese, Chinese (Mandarin or Cantonese)
- Europe: French, German, Italian, Spanish, Russian
- Latin America: Spanish, Portuguese

Eight non-Management electives at the 1000/2000 level\*

**Note:** *If the University does not offer a sufficient number of courses to meet the four-course language requirement, the student may obtain permission from the Faculty of Management to attend other institutions in order to fulfill their language requirements and credit will be approved towards the University of Lethbridge degree.*

\* Courses should be taken to meet the General Liberal Education Requirement. A maximum of ten 1000-level courses is counted toward the B.Mgt. Degree.

**i. Labour Relations & Labour Relations Co-operative Education**

Management 2700 - Research Methodology

Twelve non-Management electives at the 1000/2000 level

**j. Management Information Systems (MIS) & MIS Co-operative Education**

Computer Science 1620 (1600) - Introduction to a Programming Language

Economics 2001 - Principles of Micro-economics

Management 2070 - Decision Analysis

Mathematics 1410 (1450) - Elementary Linear Algebra

**One of:** Mathematics 1510 - Techniques of Calculus  
Mathematics 1560 - Calculus I

**One of:** Economics 2900 - Quantitative Methods in Economics  
Statistics 2780 - Statistical Inference

Seven non-Management electives at the 1000/2000 level

**k. Marketing & Marketing Co-operative Education**

Economics 2001 - Principles of Micro-economics

Management 2070 - Decision Analysis

Psychology 1000 - Basic Concepts of Psychology

Sociology 1000 - Basic Concepts in Sociology

**One of:** Mathematics 1510 - Techniques of Calculus  
Mathematics 1560 - Calculus I

**One of:** Economics 2900 - Quantitative Methods in Economics  
Statistics 2780 - Statistical Inference

Seven non-Management electives at the 1000/2000 level

**l. Mathematics & Mathematics Co-operative Education**

Management 2070 - Decision Analysis

Mathematics 1410 (1450) - Elementary Linear Algebra

Mathematics 1560 - Calculus I

Mathematics 2000 (2450) - Mathematical Concepts

**One of:** Economics 2900 - Quantitative Methods in Economics  
Statistics 2780 - Statistical Inference

Eight non-Management electives at the 1000/2000 level

**m. Political Science & Political Science Co-operative Education**

Management 2700 - Research Methodology  
 Political Science 1000 - Introduction to Political Studies  
 Political Science 2210 - Canadian Politics and Government  
 Political Science 2410 - Public Administration  
 Nine non-Management electives at the 1000/2000 level

**n. Public Administration & Public Administration Co-operative Education**

Management 2700 - Research Methodology  
 Political Science 1000 - Introduction to Political Studies  
 Political Science 2210 - Canadian Politics and Government  
 Political Science 2410 - Public Administration  
 Nine non-Management electives at the 1000/2000 level

**b. Years Three and Four**

1. The courses required in Years Three and Four for all Management majors are listed below:

**a. Core Requirements**

Management 3010 - Management Law  
 Management 3020 - Marketing  
 Management 3030 - Organizational Behaviour, Theory and Design  
 Management 3040 - Finance  
 Management 3050 - Human Resource Management  
 Management 3080 - Managerial Skill Development  
 Management 4090 - Management Policy and Strategy

**b. Major Requirements**

**1. Accounting**

Management 3100 - Intermediate Accounting  
 Management 3120 - Accounting Topics  
 Management 3130 - Advanced Managerial Accounting I  
 Management 3140 - Tax Policy  
 Management 3470 (4440) - Corporate Finance  
 Management 4120 - Audit I

**One of:** Management 4100 - Contemporary Accounting Research  
 Management 4111 (4101) - History of Accounting Thought  
 Management 4112 (4102) - International Accounting  
 Philosophy 3406 - Business Ethics

Six 3000/4000-level courses offered by any faculty

**2. Business Enterprises and Self-Governing Systems of Indian, Inuit, and Métis Peoples (BESS)**

Management 3500 - Raising Capital and Money Management in Aboriginal Communities and Organizations  
 Management 3520 - Public Finance for Aboriginal Governments  
 Management 4510 - Design of Modern Aboriginal Organizations  
 Management 4550 - Development Planning in Aboriginal Communities  
 Native American Studies 3400 - Contemporary Aboriginal Political Economy

**Three of:** Management 3550 - Comparative Development Strategies of Aboriginal Peoples  
 Management 3551 - Aboriginal Tourism: An Introduction  
 Management 3580 - Aboriginal Peoples and Natural Resources  
 Management 3590 - Political Values and Practices in Aboriginal Governments  
 Management 4506 - Aboriginal Small Business and Entrepreneurship in Canada  
 Management 4551 - Aboriginal Tourism Issues and Strategies for Planning and Development

Five 3000/4000-level courses offered by any faculty

**3. Computer Science**

Computer Science 2620 (2650) - Advanced Programming Techniques  
 Computer Science 2660 - File Processing  
 Computer Science 2690 - Systems Programming  
 Mathematics 2865 - Combinatorial Mathematics

Two Computer Science courses at the 3000/4000 level

Three 3000/4000-level Management courses

Four 3000/4000-level courses offered by any faculty

#### 4. Economics

Six Economics courses, four of which must be at the 3000/4000 level

Three 3000/4000-level Management courses

Four 3000/4000-level courses offered by any faculty

#### 5. Finance

Management 3460 - Institutions and Practices in International Finance

Management 3470 - Corporate Finance

Management 4411 - Investments

Management 4421 - Financial Institutions and Markets

Management 4430 - Financial Management

Management 4451 - Derivative Securities Markets

Seven 3000/4000-level courses offered by any faculty

#### 6. General Management

Six 3000/4000-level Management courses

Seven 3000/4000-level courses offered by any faculty

#### 7. Human Resource Management and Organization Studies

Management 3330 - Individual Employment Relations

Management 3370 - Strategic Career Management

Management 3380 - Technological Change and Organizational Development

Management 4310 - Advanced Organizational Behaviour and Theory

Management 4360 - Organizational Research

Eight 3000/4000-level courses offered by any faculty - two must be from the Labour Relations major course list

#### 8. International Management

Management 3460 - Institutions and Practices in International Finance

Management 3860 - Law and Institutions of International Trade

Management 4220 - International Marketing

Management 4860 - Comparative Management Practices

Four 3000/4000-level courses offered by any faculty

Five courses at the 3000/4000 level from a foreign institution and in the language of the foreign country (if the University is unable to find exchange arrangements, University of

Lethbridge courses may be substituted by permission). One of these courses may be a business culture course pertinent to the region of study.

**Note:** Implementation will not take place until exchange arrangements have been formalized with foreign institutions. In general, a student may not be able to select a country of study identical to the country of origin and/or the student may not select the language identical to his/her mother tongue.

#### 9. Labour Relations

Management 3310 - Private Sector Labour Relations

Management 3330 - Individual Employment Relations

Management 3340 - Collective Agreement Arbitration

Management 3390 - Canadian Trade Unions

Management 4310 - Advanced Organizational Behaviour and Theory

**One of:** Management 3320 - Public Sector Labour Relations

Management 3350 - Collective Bargaining

Management 3370 - Strategic Career Management

Management 4360 - Organizational Research

Seven 3000/4000-level courses offered by any faculty - two must be from the Human Resource Management and Organization Studies major course list

#### 10. Management Information Systems

Management 3820 - Object-Oriented Programming Techniques

Management 3830 - Contemporary Database Applications

Management 3862 - Advanced Information Technology

Management 4840 - Systems Analysis

Management 4841 - Systems Design

**One of:** Management 3380 - Technological Change and Organizational Development

Management 4842 - Management of the Information Systems Function

Seven 3000/4000-level courses offered by any faculty



## 11. Marketing

Management 3210 - Consumer Behaviour  
 Management 3220 - Marketing Research  
 Management 4230 - Marketing Management

**Three of:** Management 3230 - Retailing Management  
 Management 3240 - Sales Management  
 Management 3806 - Small Business Management  
 Management 4210 - Advertising and Promotions  
 Management 4220 - International Marketing

Seven 3000/4000-level courses offered by any faculty

## 12. Mathematics

Mathematics 2560 - Calculus II  
 Mathematics 2570 - Calculus III  
 Mathematics 3600 (2800) - Differential Equations I

Three additional Mathematics courses at the 3000/4000 level

Three 3000/4000-level Management courses

Four 3000/4000-level courses offered by any faculty

## 13. Political Science

Six Political Science courses, four of which must be at the 3000/4000 level

Three 3000/4000-level Management courses

Four 3000/4000-level courses offered by any faculty

## 14. Public Administration

Management 3310 - Private Sector Labour Relations  
 Management 3320 - Public Sector Labour Relations  
 Management 3803 - Business and Society  
 Management 3804 - Government and Business Interaction  
 Management 3810 - Administrative Law

**One of:** Management 3807 - Municipal Governance and Planning  
 Political Science 3210 - Urban Government and Politics

Seven 3000/4000-level courses offered by any faculty

## 2. Co-operative Education Studies

Co-operative Education is a program that integrates students' academic studies with full-time remunerated work experience directly related to their major area of study. Co-operative Education provides a well-rounded education and enriches academic knowledge with practical experience totalling 12 to 16 months. Three partners in Co-operative Education - the Co-op Coordinator, the Faculty of Management and employing supervisors - share in the intellectual growth and the professional and personal development of the Co-op student.

The courses required in Years Three and Four for all Management Co-operative Education majors are listed below:

### a. Core Requirements

Management 3002 (3000) - Work Experience I  
 Management 3003 (4000) - Work Experience II  
 Management 3004 - Work Experience III

Management 3010 - Management Law  
 Management 3020 - Marketing  
 Management 3030 - Organizational Behaviour, Theory and Design

Management 3040 - Finance  
 Management 3050 - Human Resource Management

Management 3080 - Managerial Skill Development

Management 3862 - Advanced Information Technology

Management 4090 - Management Policy and Strategy

### b. Major Requirements

#### 1. Accounting Co-operative Education

Management 3100 - Intermediate Accounting

Management 3120 - Accounting Topics

Management 3130 - Advanced Managerial Accounting I

Management 3140 - Tax Policy

Management 3470 (4440) - Corporate Finance

Management 4120 - Audit I

**One of:** Management 4100 - Contemporary Accounting Research

Management 4111 (4101) - History of Accounting Thought

Management 4112 (4102) - International Accounting

Philosophy 3406 - Business Ethics

Five 3000/4000-level courses offered by any faculty

One optional four-month Co-op work term may be served extra to degree prior to the conferral of the B.Mgt. degree:

Management 3005 - Work Experience IV

**2. Business Enterprises and Self-Governing Systems of Indian, Inuit, and Métis Peoples (BESS) Co-operative Education**

Management 3500 - Raising Capital and Money Management in Aboriginal Communities and Organizations

Management 3520 - Public Finance for Aboriginal Governments

Management 4510 - Design of Modern Aboriginal Organizations

Management 4550 - Development Planning in Aboriginal Communities

Native American Studies 3400 - Contemporary Aboriginal Political Economy

**Three of:** Management 3550 - Comparative Development Strategies of Aboriginal Peoples  
 Management 3551 - Aboriginal Tourism: An Introduction  
 Management 3580 - Aboriginal Peoples and Natural Resources  
 Management 3590 - Political Values and Practices in Aboriginal Governments  
 Management 4506 - Aboriginal Small Business and Entrepreneurship in Canada  
 Management 4551 - Aboriginal Tourism Issues and Strategies for Planning and Development

Four 3000/4000-level courses offered by any faculty

One optional four-month Co-op work term may be served extra to degree prior to the conferral of the B.Mgt. degree:

Management 3005 - Work Experience IV

**3. Computer Science Co-operative Education**

Computer Science 2620 (2650) - Advanced Programming Techniques

Computer Science 2660 - File Processing

Computer Science 2690 - Systems Programming

Mathematics 2865 - Combinatorial Mathematics

Two Computer Science courses at the 3000/4000 level

Three 3000/4000-level Management courses

Three 3000/4000-level courses offered by any faculty

One optional four-month Co-op work term may be served extra to degree prior to the conferral of the B.Mgt. degree:

Management 3005 - Work Experience IV

**4. Economics Co-operative Education**

Six Economics courses, four of which must be at the 3000/4000 level

Three 3000/4000-level Management courses

Three 3000/4000-level courses offered by any faculty

One optional four-month Co-op work term may be served extra to degree prior to the conferral of the B.Mgt. degree:

Management 3005 - Work Experience IV

**5. Finance Co-operative Education**

Management 3460 - Institutions and Practices in International Finance

Management 3470 - Corporate Finance

Management 4411 - Investments

Management 4421 - Financial Institutions and Markets

Management 4430 - Financial Management

Management 4451 - Derivative Securities Markets

Six 3000/4000-level courses offered by any faculty

One optional four-month Co-op work term may be served extra to degree prior to the conferral of the B.Mgt. degree:

Management 3005 - Work Experience IV

**6. General Management Co-operative Education**

Six 3000/4000-level Management courses

Six 3000/4000-level courses offered by any faculty

One optional four-month Co-op work term may be served extra to degree prior to the conferral of the B.Mgt. degree:

Management 3005 - Work Experience IV

**7. Human Resource Management and Organization Studies Co-operative Education**

- Management 3330 - Individual Employment Relations
- Management 3370 - Strategic Career Management
- Management 3380 - Technological Change and Organizational Development
- Management 4310 - Advanced Organizational Behaviour and Theory
- Management 4360 - Organizational Research

Seven 3000/4000-level courses offered by any faculty - two must be from the Labour Relations major course list

One optional four-month Co-op work term may be served extra to degree prior to the conferral of the B.Mgt. degree:

- Management 3005 - Work Experience IV

**8. International Management Co-operative Education**

- Management 3460 - Institutions and Practices in International Finance
- Management 3860 - Law and Institutions of International Trade
- Management 4220 - International Marketing
- Management 4860 - Comparative Management Practices

Three 3000/4000-level courses offered by any faculty

Five courses at the 3000/4000 level from a foreign institution and in the language of the foreign country (if the University is unable to find exchange arrangements, University of Lethbridge courses may be substituted by permission). One of these course may be a business cultures course pertinent to the region of study.

One optional four-month Co-op work term may be served extra to degree prior to the conferral of the B.Mgt. degree:

- Management 3005 - Work Experience IV

*Note: Implementation will not take place until exchange arrangements have been formalized with foreign institutions. In general, a student may not be able to select a country of study identical to the country of origin and/or the student may not select the language identical to his/her mother tongue.*

**9. Labour Relations Co-operative Education**

- Management 3310 - Private Sector Labour Relations
- Management 3330 - Individual Employment Relations
- Management 3340 - Collective Agreement Arbitration
- Management 3390 - Canadian Trade Unions
- Management 4310 - Advanced Organizational Behaviour and Theory

- One of:**
- Management 3320 - Public Sector Labour Relations
  - Management 3350 - Collective Bargaining
  - Management 3370 - Strategic Career Management
  - Management 4360 - Organizational Research

Six 3000/4000-level courses offered by any faculty - two must be from the Human Resource Management and Organization Studies major course list

One optional four-month Co-op work term may be served extra to degree prior to the conferral of the B.Mgt. degree:

- Management 3005 - Work Experience IV

**10. Management Information Systems Co-operative Education**

- Management 3820 - Object-Oriented Programming Techniques
- Management 3830 - Contemporary Database Applications
- Management 4840 - Systems Analysis
- Management 4841 - Systems Design

- One of:**
- Management 3380 - Technological Change and Organizational Development
  - Management 4842 - Management of the Information Systems Function

Seven 3000/4000-level courses offered by any faculty

One optional four-month Co-op work term may be served extra to degree prior to the conferral of the B.Mgt. degree:

- Management 3005 - Work Experience IV

**11. Marketing Co-operative Education**

- Management 3210 - Consumer Behaviour
- Management 3220 - Marketing Research
- Management 4230 - Marketing Management

**Three of:** Management 3230 - Retailing Management  
 Management 3240 - Sales Management  
 Management 3806 - Small Business Management  
 Management 4210 - Advertising and Promotions  
 Management 4220 - International Marketing

Six 3000/4000-level courses offered by any faculty

One optional four-month Co-op work term may be served extra to degree prior to the conferral of the B.Mgt. degree:  
 Management 3005 - Work Experience IV

## 12. Mathematics Co-operative Education

Mathematics 2560 - Calculus II  
 Mathematics 2570 - Calculus III  
 Mathematics 3600 (2800) - Differential Equations I

Three additional Mathematics courses at the 3000/4000 level

Three 3000/4000-level Management courses

Three 3000/4000-level courses offered by any faculty

One optional four-month Co-op work term may be served extra to degree prior to the conferral of the B.Mgt. degree:  
 Management 3005 - Work Experience IV

## 13. Political Science Co-operative Education

Six Political Science courses, four of which must be at the 3000/4000 level

Three 3000/4000-level Management courses

Three 3000/4000-level courses offered by any faculty

One optional four-month Co-op work term may be served extra to degree prior to the conferral of the B.Mgt. degree:  
 Management 3005 - Work Experience IV

## 14. Public Administration Co-operative Education

Management 3310 - Private Sector Labour Relations  
 Management 3320 - Public Sector Labour Relations  
 Management 3803 - Business and Society

Management 3804 - Government and Business Interaction  
 Management 3810 - Administrative Law

**One of:** Management 3807 - Municipal Governance and Planning  
 Political Science 3210 - Urban Government and Politics

Six 3000/4000-level courses offered by any faculty

One optional four-month Co-op work term may be served extra to degree prior to the conferral of the B.Mgt. degree:  
 Management 3005 - Work Experience IV

## 9. POST-DIPLOMA BACHELOR OF MANAGEMENT

These programs are offered at the University of Lethbridge and off-campus (e.g., Calgary and Edmonton). For the off-campus programs, a subset of Management, Arts and Science and Fine Arts courses will be offered to meet the requirements for the Post-Diploma Accounting, Accounting (Advanced) and General Management majors.

### a. Qualifying Semester

Post-Diploma students who are not directly admissible to the program will complete a qualifying semester consisting of the following five Management courses:

- For all majors except Accounting and Accounting (Advanced)  
 Management 3010 - Management Law  
 Management 3020 - Marketing  
 Management 3030 - Organizational Behaviour, Theory and Design  
 Management 3040 - Finance  
 Management 3050 - Human Resource Management
- Accounting Major  
 Management 3010 - Management Law  
 Management 3020 - Marketing  
 Management 3030 - Organizational Behaviour, Theory and Design  
 Management 3050 - Human Resource Management  
 Management 3806 - Small Business Management
- Accounting (Advanced) Major  
 Management 3020 - Marketing  
 Management 3030 - Organizational Behaviour, Theory and Design  
 Management 3050 - Human Resource Management  
 Management 3080 - Managerial Skill Development  
 Management 3090 - Written Communication and Information Literacy

### b. Eligibility for Majors

The Post-Diploma program is available in the following majors: Accounting, Accounting (Advanced), Business and Self-Governing Systems for Indian, Inuit and Métis Peoples (BESS), Finance, General Management, Human Resource Management and Organization Studies,

Post-Diploma Major	Approved College Program	Admitted to:**
Post-Diploma Accounting (Advanced)	Accelerated Accounting Certificate	Accounting (Advanced) Qualifying semester
	Diploma with an Accounting major	GPA:* 2.00 - 2.99 Accounting (Advanced) Qualifying semester GPA:* 3.00 - 4.00 Post-Diploma Accounting (Advanced)
Post-Diploma Accounting	Any diploma with a major other than Accounting, and not Accelerated Accounting Certificate	GPA:* 2.00 - 2.99 Accounting Qualifying semester GPA:* 3.00 - 4.00 Post-Diploma Accounting
Post-Diploma - all other majors	Accelerated Accounting Certificate	Regular Qualifying semester
	Any diploma, any major	GPA:* 2.00 - 2.99 Regular Qualifying semester GPA:* 3.00 - 4.00 Post-Diploma (all other majors except Accounting & Accounting (Advanced))
<p>* GPA using the University of Lethbridge Grade Point Scale.</p> <p>**Completion of the qualifying semester is dependent upon the student's diploma program and approval of the Faculty of Management. Contact the Faculty of Management (E480; 329-2153) for complete information.</p>		

International Management, Labour Relations, Management Information Systems, Marketing and Public Administration. Students admitted to the Post-Diploma Program are also eligible for participation in the Management Co-operative Education program (see page 150).

1. Students presenting a diploma with a major other than Accounting may select any major from the above list except Accounting (Advanced).
2. Students presenting a diploma with a major in Accounting may select any major from the above list except Accounting.
3. Students presenting a diploma with an (Advanced) Accelerated Accounting Certificate or equivalent may select any major from the above list except Accounting.

**c. Years Three and Four**

Students will complete 20 courses in the Post-Diploma program, assigned by the Faculty of Management, based on the following guidelines:

*Ten Management courses* consisting of courses required for the chosen Management major and 3000/4000-level Management courses (excluding courses from the Qualifying semester as stated in **9a**). These courses are listed below.

*Ten Arts and Science courses* consisting of courses normally required in the first two years of the 40-course B.Mgt. program, if no reasonable equivalent

was completed as part of the student's diploma. In addition, within the ten Arts and Science courses, students will complete a modified General Liberal Education Requirement, consisting of the following eight courses:

1. Four courses from the Fine Arts and Humanities;
2. Two courses from the Social Sciences; and,
3. Two courses from the Sciences.

Courses included within these areas are outlined in **Part 4 - Academic Regulations, Section 6 (pp. 64-66)** in this Calendar.

**1. Accounting**

- Management 2400 - Management Accounting
- Management 3040 - Finance
- Management 3080 - Managerial Skill Development
- Management 3090 - Written Communication and Information Literacy
- Management 3100 - Intermediate Accounting
- Management 3120 - Accounting Topics
- Management 3130 - Advanced Managerial Accounting I
- Management 3140 - Tax Policy
- Management 4090 - Management Policy and Strategy

Management 4120 - Audit I  
Philosophy 3406 - Business Ethics

**One of:** Statistics 2780 - Statistical Inference  
Economics 2900 - Quantitative Methods  
in Economics

Eight Arts and Science electives

## 2. Accounting (Advanced)

Management 3120 - Accounting Topics  
Management 3131 - Behavioural Accounting  
Management 3470 (4440) - Corporate Finance  
Management 3806 - Small Business Management  
Management 4090 - Management Policy and Strategy  
Management 4100 - Contemporary Accounting Research  
Management 4112 - International Accounting  
Management 4411 - Investments  
Philosophy 3406 - Business Ethics

**One of:** Management 3140 - Tax Policy  
Management 4150 - Corporate Income Tax

**One of:** Management 4122 - Audit III - Computers  
Management 4130 - Advanced Managerial Accounting II

**One of:** Statistics 2780 - Statistical Inference  
Economics 2900 - Quantitative Methods  
in Economics

Eight Arts and Science electives

## 3. Business Enterprises and Self-Governing Systems of Indian, Inuit, and Métis Peoples (BESS)

Management 3500 - Raising Capital and Money Management in Aboriginal Communities and Organizations  
Management 3520 - Public Finance for Aboriginal Governments  
Management 4090 - Management Policy and Strategy  
Management 4510 - Design of Modern Aboriginal Organizations  
Management 4550 - Development Planning in Aboriginal Communities  
Native American Studies 1000 - Introduction to Native American Studies  
Native American Studies 2400 - Traditional Aboriginal Political Economy  
Native American Studies 3400 - Contemporary Aboriginal Political Economy

**Three of:** Management 3550 - Comparative Development Strategies of Aboriginal Peoples

Management 3551 - Aboriginal Tourism: An Introduction

Management 3580 - Aboriginal Peoples and Natural Resources

Management 3590 - Political Values and Practices in Aboriginal Governments

Management 4506 - Aboriginal Small Business and Entrepreneurship in Canada

Management 4551 - Aboriginal Tourism Issues and Strategies for Planning and Development

Two Management courses at the 3000/4000 level

Seven Arts and Science electives

## 4. Finance

Management 3460 - Institutions and Practices in International Finance

Management 3470 (4440) - Corporate Finance

Management 4090 - Management Policy and Strategy

Management 4411 (3410) - Investments  
Management 4421 (3420) - Financial Institutions and Markets

Management 4430 - Financial Management

Management 4451 (3450) - Derivative Securities Markets

**One of:** Economics 2900 - Quantitative Methods in Economics  
Statistics 2780 - Statistical Inference

Three Management courses at the 3000/4000 level

Nine Arts and Science electives

## 5. General Management

Management 4090 - Management Policy and Strategy

Nine Management courses at the 3000/4000 level

Ten Arts and Science electives

## 6. Human Resource Management and Organization Studies

Management 3310 - Private Sector Labour Relations

Management 3330 - Individual Employment Relations

Management 3370 - Strategic Career Management

Management 3380 - Technological Change and Organizational Development

Management 4090 - Management Policy and Strategy

Management 4310 - Advanced Organizational Behaviour and Theory  
 Management 4360 - Organizational Research  
 Psychology 1000 - Basic Concepts of Psychology

**One of:** Economics 2900 - Quantitative Methods in Economics  
 Statistics 2780 - Statistical Inference

**One of:** Management 3320 - Public Sector Labour Relations  
 Management 3340 - Collective Agreement Arbitration  
 Management 3350 - Collective Bargaining  
 Management 3390 - Canadian Trade Unions

Two Management courses at the 3000/4000 level

Eight Arts and Science electives

## 7. International Management

Management 3460 - Institutions and Practices in International Finance  
 Management 3860 - Law and Institutions of International Trade  
 Management 4090 - Management Policy and Strategy  
 Management 4220 - International Marketing  
 Management 4860 - Comparative Management Practices

Five Management courses at the 3000/4000 level

Six Arts and Science electives

Four Language courses

**Note:** *The four language courses must be in a particular language from the following area of study:*

- *Asian Pacific Rim - Japanese, Chinese (Mandarin or Cantonese)*
- *Europe - French, German, Italian, Spanish, Russian*
- *Latin America - Spanish, Portuguese*

*If the University does not offer a sufficient number of courses to meet the four-course language requirement, the student may obtain permission from the Faculty of Management to attend other institutions in order to fulfill their language requirements and credit will be approved towards the University of Lethbridge degree.*

*The International Management major includes a foreign exchange semester consisting of five of the above courses (except Management 4090) taken in a foreign language at a foreign institution. A foreign exchange semester is not guaranteed by the Faculty of Management in which case University of Lethbridge courses may be substituted with permission. One of these courses may be a business culture course pertinent to the*

*region of study. In general, a student may not be able to select a country of study identical to the country of origin and/or the student may not select the language identical to his/her mother tongue.*

## 8. Labour Relations

Management 3310 - Private Sector Labour Relations  
 Management 3330 - Individual Employment Relations  
 Management 3340 - Collective Agreement Arbitration  
 Management 3390 - Canadian Trade Unions  
 Management 4090 - Management Policy and Strategy  
 Management 4310 - Advanced Organizational Behaviour and Theory

**Two of:** Management 3370 - Strategic Career Management  
 Management 3380 - Technological Change and Organizational Development  
 Management 4360 - Organizational Research

**One of:** Management 3320 - Public Sector Labour Relations  
 Management 3350 - Collective Bargaining  
 One Management course at the 3000/4000 level  
 Ten Arts and Science electives

## 9. Management Information Systems

Computer Science 1620 (1600) - Introduction to a Programming Language  
 Management 3380 - Technological Change and Organizational Development  
 Management 3820 - Object-Oriented Programming Techniques  
 Management 3830 - Contemporary Database Applications  
 Management 3862 - Advanced Information Technology  
 Management 4090 - Management Policy and Strategy  
 Management 4840 - Systems Analysis  
 Management 4841 - Systems Design

**One of:** Economics 2900 - Quantitative Methods in Economics  
 Statistics 2780 - Statistical Inference  
 Three Management courses at the 3000/4000 level  
 Eight Arts and Science electives

## 10. Marketing

Management 3210 - Consumer Behaviour  
 Management 3220 - Marketing Research  
 Management 4090 - Management Policy and Strategy

Management 4230 - Marketing Management  
 Psychology 1000 - Basic Concepts of Psychology  
 Sociology 1000 - Basic Concepts in Sociology

**Three of:** Management 3230 - Retailing Management  
 Management 3240 - Sales Management  
 Management 3806 - Small Business Management  
 Management 4210 - Advertising and Promotions  
 Management 4220 - International Marketing

**One of:** Economics 2900 - Quantitative Methods in Economics  
 Statistics 2780 - Statistical Inference  
 Three Management courses at the 3000/4000 level  
 Seven Arts and Science electives

#### 11. Public Administration

Management 3310 - Private Sector Labour Relations  
 Management 3320 - Public Sector Labour Relations  
 Management 3803 - Business and Society  
 Management 3804 - Governmental Business Interaction  
 Management 3810 - Administrative Law  
 Management 4090 - Management Policy and Strategy  
 Political Science 2210 - Canadian Political Government

**One of:** Management 3330 - Individual Employment Relations  
 Management 3340 - Collective Agreement Arbitration  
 Management 3350 - Collective Bargaining  
 Management 3390 - Canadian Trade Unions  
 Three Management courses at the 3000/4000 level  
 Nine Arts and Science electives (including Fine Arts electives)

#### d. Co-operative Education

Students admitted to the Post-Diploma program are also eligible for participation in the Management Co-operative Education program. Co-operative Education may be taken with any of the Post-Diploma majors, listed in **Section 9b**.

In addition to the courses required by the major, listed above, Management Co-operative Education students are required to take three four-month Co-operative Education work terms:

Management 3002 (3000) - Work Experience I  
 Management 3003 (4000) - Work Experience II  
 Management 3004 - Work Experience III

One optional four-month Co-op work term may be served extra to degree prior to the conferral of the B.Mgt. degree:

Management 3005 - Work Experience IV

In all majors except Accounting Co-operative Education and Management Information Systems Co-operative Education, students replace one Management course at the 3000/4000 level with:

Management 3862 - Advanced Information Technology

#### 10. ACCELERATED BACHELOR OF MANAGEMENT DEGREE

The Faculty of Management and Grant MacEwan Community College are jointly offering the Bachelor of Management degree program on an accelerated basis. Students may complete the B.Mgt. in 32 months, rather than the usual four years required to complete the traditional 40-course B.Mgt. program. The accelerated B.Mgt. program allows a student to reenter the workplace with a degree more quickly than usual.

The accelerated B.Mgt. program consists of 40 courses. The first 30 courses are completed at Grant MacEwan Community College in Edmonton. After the first two years of coursework, the student applies for admission to the University of Lethbridge and the Faculty of Management. Admission is guaranteed for students with a cumulative grade point average of 2.50 or higher. Admission is granted to students with a grade point average between 2.00 and 2.50 as quotas permit. Students complete the remainder of their third year as a University of Lethbridge student located on the Grant MacEwan Community College Campus in Edmonton. The final ten courses are completed in Lethbridge, and the B.Mgt. degree is awarded by the University of Lethbridge.

Students apply to this program through Grant MacEwan Community College. For further information or application forms, please contact Grant MacEwan Community College (403-497-5234) or Student Programs in the Faculty of Management at the University of Lethbridge (E480; 403-329-2153).

#### 11. BACHELOR OF MANAGEMENT AS A SECOND DEGREE

Students with previous degrees, other than the degree B.Comm. or its equivalent, may pursue the degree B.Mgt. as a second degree. Second degree programs consist of the Arts and Science and 2000-level Management courses required for the chosen major, the Management core courses and the specific 3000/4000-level Management and Arts and Science courses which are required for the chosen major. A minimum of 15 and a maximum of 20 courses, including ten 3000/4000-level Management courses, must be completed at the University of Lethbridge, extra to the first degree, in order to satisfy the residence requirement. Courses completed as part



of a first degree may be used to waive course requirements in the B.Mgt. as a second degree. Such waivers will be decided at the time of admission by the Student Affairs Office in the Faculty of Management.

## 12. DOUBLE MAJORS

Although the Faculty of Management does not recognize double majors as official student programs leading toward a Bachelor of Management degree, it will authorize the designation of the double major for all students who, upon graduation, have completed all of the minimum requirements for two majors.

Double majors can only be formed by completing the requirements of two established single disciplinary majors.

Because all possible combinations of single disciplinary majors are eligible for double major designation by a student, the Faculty cannot guarantee that course sequencing and timetables will accommodate all double major combinations within four consecutive regular semesters of work. While students may intend to pursue two majors, only one major will be recognized on their official program forms and for establishing priority in access to courses. Double major status will only be designated upon application for graduation.

Interested students are encouraged to consult with Management Academic Advisors.

## 13. COMBINED DEGREES

There are Combined Degrees leading to the degrees B.A./B.Mgt., B.Sc./B.Mgt. and B.Mgt./B.Ed. Upon successful completion of the program, the student receives the degree B.A. or B.Sc. from the Faculty of Arts and Science or the degree B.Ed. (Career and Technology Studies (CTS): Business Focus) from the Faculty of Education, and the degree B.Mgt. from the Faculty of Management. Students begin their program in the Faculty of Arts and Science. Both degrees are granted when the entire program is completed. Persons already holding baccalaureate degrees are not eligible for these programs.

For further information, please refer to **Part 11 - Combined Degrees** in this Calendar.

## 14. CERTIFICATE PROGRAMS

The Faculty of Management offers seven Certificate programs. Students may choose a program with a concentration in Business Enterprises and Self-Governing Systems of Indian, Inuit and Métis Peoples (BESS), Finance, General Management, Human Resource Management and Organization Studies, Labour Relations, Management Information Systems and Marketing.

Each program is comprised of a series of ten courses designed to provide a suitable combination of breadth and depth of knowledge in a specific area of study. Students must complete a minimum of five courses at the University of Lethbridge while enrolled in the Certificate program.

### a. Business Enterprises and Self-Governing Systems of Indian, Inuit and Métis Peoples (BESS)

Management 2000 - Introduction to Management

**One of:** Management 2060 (2061) - Introduction to Information Technology  
Management 2100 - Introductory Accounting  
Management 2531 - Research Methods for Aboriginal Managers  
Management 3080 - Managerial Skill Development

Management 2530 - Communication and Information Literacy for Aboriginal Management

Management 3030/Political Science 3410 - Organizational Behaviour, Theory and Design

**Two of:** Management 3520 - Public Finance for Aboriginal Governments

Management 3550 - Comparative Development Strategies of Aboriginal Peoples

Management 3580 - Aboriginal Peoples and Natural Resources

Management 3590 - Political Values and Practices in Aboriginal Government

Management 4510 - Design of Modern Aboriginal Organizations

Management 4550 - Development Planning in Aboriginal Communities

### One of the following:

a. Management 3500 - Raising Capital and Money Management in Aboriginal Communities and Organizations

and

Management 4506 - Aboriginal Small Business and Entrepreneurship in Canada

### OR

b. Management 3551 - Aboriginal Tourism: An Introduction

and

Management 4551 - Aboriginal Tourism Issues and Strategies for Planning and Development

### b. Finance Certificate

Economics 1001 - Introduction to Economics

Management 2100 - Introductory Accounting

Management 2400 - Management Accounting

Management 3040 - Finance

Management 3470 (4440) - Corporate Finance

Management 4430 - Financial Management

Statistics 1770 - Introduction to Probability and Statistics

Statistics 2780 - Statistical Inference

**One of:** Management 3460 - Institutions and Practices in International Finance

Management 4421 (3420) - Financial Markets and Institutions

**One of:** Management 4411 (3410) - Investments

Management 4451 (3450) - Derivative Securities Markets

**c. General Certificate**

Economics 1001 - Introduction to Economics  
 Management 2000 - Introduction to Management  
 Management 2060 (2061) - Introduction to Information Technology  
 Management 2100 - Introductory Accounting  
 Management 2400 - Management Accounting  
 Management 3080 - Managerial Skill Development  
 Any four 3000/4000-level Management courses, which may include either one Management Applied Study or Management Independent Study

**d. Human Resource Management and Organization Studies Certificate**

Management 2000 - Introduction to Management  
 Management 2060 (2061) - Introduction to Information Technology  
 Management 3030/Political Science 3410 - Organizational Behaviour, Theory and Design  
 Management 3050/Political Science 3420 - Human Resource Management  
 Management 3080 - Managerial Skill Development

**Three of:** Management 3370 - Strategic Career Management  
 Management 3380 - Technological Change and Organizational Development  
 Management 4310 - Advanced Organizational Behaviour and Theory  
 Management 4350 - Advanced Human Resource Management  
 Management 4360 - Organizational Research

**Two of:** Management 3010 - Management Law  
 Management 3310 - Private Sector Labour Relations  
 Management 3320 - Public Sector Labour Relations  
 Management 3330 - Individual Employment Relations  
 Management 3340 - Collective Agreement Arbitration  
 Management 3350 - Collective Bargaining  
 Management 3390 - Canadian Trade Unions

**e. Labour Relations Certificate**

Management 2000 - Introduction to Management  
 Management 2060 (2061) - Introduction to Information Technology  
 Management 3030/Political Science 3410 - Organizational Behaviour, Theory and Design  
 Management 3050/Political Science 3420 - Human Resource Management  
 Management 3080 - Managerial Skill Development

**Three of:** Management 3010 - Management Law  
 Management 3310 - Private Sector Labour Relations  
 Management 3320 - Public Sector Labour Relations

Management 3330 - Individual Employment Relations  
 Management 3340 - Collective Agreement Arbitration  
 Management 3350 - Collective Bargaining  
 Management 3390 - Canadian Trade Unions

**Two of:** Management 3370 - Strategic Career Management  
 Management 3380 - Technological Change and Organizational Development  
 Management 4310 - Advanced Organizational Behaviour and Theory  
 Management 4350 - Advanced Human Resource Management  
 Management 4360 - Organizational Research

**f. Management Information Systems Certificate**

Computing Science 1620 (1600) - Introduction to a Programming Language  
 Management 2000 - Introduction to Management  
 Management 2060 (2061) - Introduction to Information Technology  
 Management 2100 - Introductory Accounting  
 Management 3080 - Managerial Skill Development  
 Management 3820 - Object-Oriented Programming Techniques  
 Management 3830 - Contemporary Database Applications  
 Management 3862 - Advanced Information Technology  
 Management 4840 - Systems Analysis  
 Management 4841 - Systems Design

**g. Marketing Certificate**

Economics 1001 - Introduction to Economics  
 Management 3020 - Marketing  
 Management 3210 - Consumer Behaviour  
 Management 3220 - Marketing Research  
 Management 4230 - Marketing Management  
 Statistics 1770 - Introduction to Probability and Statistics

**Four of:** Management 3080 - Managerial Skill Development  
 Management 3230 - Retailing Management  
 Management 3240 - Sales Management  
 Management 3806 - Small Business Management  
 Management 4210 - Advertising and Promotions  
 Management 4220 - International Marketing

For complete information or to receive a brochure outlining the Certificate program, please contact the Faculty of Management (E480; 329-2153).

**15. PROFESSIONAL ACCOUNTING DIPLOMA**

The Faculty of Management offers an eight-course post-baccalaureate Professional Accounting Diploma program for those students seeking to write the Alberta Institute of Chartered Accountants qualifying examination or the Society

of Management Accountants entrance examination leading to a C.A. or C.M.A. designation.

Students enrolled in the Professional Accounting Diploma program must complete all eight diploma courses at the University of Lethbridge after submitting an application for acceptance to the program. In exceptional circumstances, students may be allowed to substitute alternate courses for the required diploma courses. In any event, such substitution is limited to a maximum of three courses.

**a. Prerequisite/Preparatory Courses for the Professional Accounting Diploma**

A person holding a university degree other than in Accounting must complete up to seven preparatory courses. The following list indicates, in order of priority, the preparation needed for the diploma program. If a student has no preparatory courses, then the first seven courses on the list must be completed. If a student possesses one or more of the first seven courses, then that course or courses would be replaced with one or more of the courses listed subsequent to the first seven.

It is therefore possible for a student to take less than seven preparatory courses and impossible for a student to take more than seven preparatory courses. The precise nature of the courses taken may differ from student to student.

Management 2100 - Introductory Accounting  
 Management 2400 - Management Accounting  
 Management 3120 - Accounting Topics  
 Management 4120 - Audit I  
 Management 3040 - Finance  
 Management 3470 (4440) - Corporate Finance

Management 4411 (3410) - Investments  
 Statistics 1770 - Introduction to Probability and Statistics

**One of:** Economics 2000 - Principles of Macroeconomics  
 Economics 2001 - Principles of Microeconomics

**One of:** Economics 2900 - Quantitative Methods in Economics  
 Statistics 2780 - Statistical Inference

**One of:** Management 3131 - Behavioural Accounting  
 Management 4111 - History of Accounting Thought  
 Management 4112 - International Accounting

Students are also strongly encouraged to enrol in and complete Management 2060 (2061) if they do not possess an applied computer course in their background.

**b. Required Courses for the Professional Accounting Diploma**

Management 3100 - Intermediate Accounting  
 Management 3101 - Accounting Standards I  
 Management 3130 - Advanced Managerial Accounting I  
 Management 4110 - Accounting Standards II  
 Management 4130 - Advanced Managerial Accounting II  
 Management 4140 - Personal Income Tax  
 Management 4150 - Corporate Income Tax  
 Management 4840 - Systems Analysis

For complete information, please contact the Faculty of Management Student Affairs Office (E480; 329-2153).

