SHANNON ANDERSON  
Chair, Executive Committee, Graduate School of Management

STEVEN C. CURRALL  
Dean, Graduate School of Management

JAMES STEVENS  
Assistant Dean, Graduate School of Management

RE: MASTER OF BUSINESS ADMINISTRATION GRADUATE PROGRAM REVIEW, DEGREE REQUIREMENTS AND REQUEST TO RENAME WORKING PROFESSIONAL MBA PROGRAMS

At the Graduate Council meetings of May 4th and June 11th 2012, we considered:

i) Dean Currall’s request to rename MBA Working Professional Programs (correspondence 26 March 2012),

ii) the PRC review of the MBA program, and

iii) the MBA degree requirements.

In the course of dealing with the above matters, Graduate Council realized that we have not approved MBA degree requirements. GSM was requested to submit degree requirements on April 27th. Upon receipt of the documents and their review by the Educational Policy Committee, the document was approved by Graduate Council with the condition that specific modifications are made to reflect that the full-time and part-time tracks lead to the same MBA degree. Provided that this condition is met and since the “MBA Working Professional Programs” fall under the part-time MBA degree track, it was also decided that the approval of the branding name of the locations where the MBA is being offered does not need Graduate Council approval. After the last Graduate Council meeting on June 11th the degree requirements were modified to meet all requirements. Thus, the graduate program is officially known as the Master of Business Administration, offering a curriculum leading to the same degree under full- and part-time options.

Enclosed is a copy of the new degree requirements with the Graduate Council approval date; please keep a copy for your files and for future revisions. The Office of Graduate Studies will also keep a copy in its files and will post it on the Office of Graduate Studies program webpage at: http://www.gradstudies.ucdavis.edu/programs/

Also, the Program Review Committee has reviewed the previous MBA accreditation reports and provided that degree requirements are approved, they recommended acceptance of these reports in lieu of a regular graduate program. Thus, hereby, the graduate program review of the MBA graduate program is officially concluded. Please inform Graduate Council immediately after the conclusion of the next MBA accreditation review.

Thank you for your efforts on behalf of graduate education.

Sincerely,

André Knoesen, Chair
Graduate Council

/cc. Jeffery C. Gibeling, Dean of Graduate Studies
Rachael Goodhue, Graduate Council Chair 12-13
Graduate School of Management (GSM)
Master of Business Administration (MBA)
Degree Requirements
Graduate Council Approval: June 11, 2012

Master’s Degree Requirements

1) Admissions requirements:

   Consideration for admission requires a bachelor’s degree, the MBA Application Form with the fee, current résumé, four essays, official transcripts, two letters of recommendation, GMAT or GRE scores, TOEFL or IELTS for non-native English speakers. A minimum GPA of 3.0 is required. No minimum GMAT or GRE score is required. A minimum TOEFL score of 600 (paper), 250 (computer) or 100 (Internet) is required. A minimum IELTS score of 7.0 is required. Admissions decisions are made on a case-by case basis, and meeting some or all of these criteria does not guarantee admission, but merely eligibility. The decision to recommend admission will be made by the Admissions Committee on the basis of available space and the competitiveness of applicants compared to the eligible pool.

   a) Prerequisites:
   There are no prerequisite courses for the MBA program.

   b) Deficiencies:
   Not applicable.

2) MBA, Plan I

   To earn an MBA degree a student must pass or be exempted from all required courses; complete a minimum of 72 approved quarter course units; complete at least six quarters in residence (or equivalent), and have a cumulative grade point of at least 3.0 after completing all coursework. All students must complete a minimum of 14 courses in the program to qualify for the degree.¹ We have a capstone course offering, the Integrated Management Projects course, where students conduct a project to satisfy the requirements of a Master Plan I degree.

3) Course Requirements - Core and Electives (total 72 units)

   Core Courses (total 33 units) for Full-Time MBA Program:
   The core consists of 11 required courses:

   MGT 200A  Financial Accounting  3 units
   MGT 201A  The Individual and Group Dynamics  3 units
   MGT 201B  Organizational Strategy and Structure  3 units
   MGT 202A  Markets and the Firm  3 units

¹ Davis Division Regulation 507B
MGT 203A  Data Analysis for Managers    3 units
MGT 204  Marketing Management        3 units
MGT 205  Financial Theory and Policy 3 units
MGT 252*  Production for Operational Excellence 3 units
MGT 268*  Articulation and Critical Thinking 3 units
MGT 440A  Integrated Management Project 3 units
MGT 440B  Integrated Management Project 3 units

* Course name change requested June 2012.

Core Courses (total 30 units) for Part-time MBA Program:

The core consists of 10 required courses:
MGP/B 200A  Financial Accounting    3 units
MGP/B 201A  The Individual and Group Dynamics 3 units
MGP/B 201B  Organizational Strategy and Structure 3 units
MGP/B 202A  Markets and the Firm       3 units
MGP/B 203A  Data Analysis for Managers 3 units
MGP/B 204  Marketing Management      3 units
MGP/B 205  Financial Theory and Policy 3 units.
MGP/B 252*  Production for Operational Excellence 3 units
MGP/B 268*  Articulation and Critical Thinking 3 units
MGP/B 240  Integrated Management Project 3 units

** Course name change requested June 2012.

Elective Courses (total # units):

Full-Time:
Students must complete at least 39 units of approved courses, in addition to the 33 units of required core courses. Students who waive core courses must complete additional elective units to meet the 72-unit requirement. Approved courses include electives (200s), directed group/individual study (298/299), and directed group/individual practicum (498/499) courses offered by the GSM. Students can also substitute courses from outside the GSM following the procedures specified in section 7.5 of the GSM Policies and Procedures Manual.

Part-Time:
Students must complete at least 42 units of approved courses, in addition to the 30 units of required core courses. Students who waive core courses must complete additional elective units to meet the 72-unit requirement. Approved courses include electives (200’s), directed group/individual study (298/299), and directed group/individual practicum (498/499) courses offered by the GSM. Students can also substitute courses from outside the GSM
following the procedures specified in section 7.5 of the GSM Policies and Procedures Manual.

4) Special requirements:

There are no special requirements for the MBA.

5) Committees:

a) Admission Committee
   Once the completed application, all supporting material, and the application fee have been received, the application will be submitted to the Admissions Committee, which consists of four Graduate School of Management faculty members and the Assistant Dean of Student Affairs. Based on a review of the entire application, a decision is made to accept or decline an applicant’s request for admission. All admissions decisions are made by the faculty on the Admissions Committee. The Assistant Dean serves in an advisory capacity on the committee. Notification of admissions decisions will be sent by the Graduate School of Management. Applications are accepted for the fall entering class until it is fully enrolled.

b) Course Guidance or Advising Committee
   Academic and Student Services staff and individual faculty members provide guidance to individual students on course selection.

c) Education Policy Committee
   The Education Policy Committee, consisting of four faculty members and the Associate Dean of Curricular Affairs, oversees all matters pertaining to curriculum and degree requirements.

6) Advising Structure and Mentoring:

The Graduate Advisor, who is appointed by the Chair of the GSM Executive Committee, is a resource for information on academic requirements, policies and procedures, and registration information and approves exceptions to degree requirements. The Academic and Student Services Staff group assists students with registration, course selection and general university policies.

7) Advancement to Candidacy:

Every student must file an official application for Advancement to Candidacy at least one quarter before completion of all degree requirements. Quarterly candidacy deadlines are available on the GSM student website. Students who do not meet the posted deadlines may have the awarding of their degree delayed.

8) Capstone Requirement:

The MBA has a capstone course offering, the Integrated Management Projects course, where students conduct a project to satisfy the requirements of Master Plan I. All MBA students will complete the Integrated Management Project, MGT 440A and MGT 440B for the Full-time MBA Program or MGP/B 440 for the Part-time MBA Program.

The GSM core curriculum delivers a substantial level of technical and analytical information: this instruction is generally focused on functional areas of expertise, with
limited opportunity to probe on opportunities for integration of the disciplines. Furthermore, the ability to deliver insightful recommendations on difficult business problems in a short period of time is a vital skill for anyone in business. Integrated Management Projects is a course in which GSM students apply classroom learning to solve complex business challenges for real world clients.

The Integrated Management Projects course requires students to apply the knowledge they have acquired during their first year of classroom work, and demonstrate integrated skills of analytical rigor, critical thinking, and problem solving. Experienced faculty advisors work with students to help them learn real world management skills such as assessing the opportunity, identifying key questions, outlining work steps, and defining engagement deliverables. Students learn practical consulting skills while the sponsors—ranging from early-stage startups to nonprofits to global industry leaders—benefit from the students’ experience, insights, and work product. As in the real world, students will have less time and information than they need, and will be confronted by how to make decisions and deliver results in a dynamic and challenging environment. At the end of class, the final product is an oral and written report delivered to the sponsoring organization presented to a panel of faculty and other advisors and to the sponsor.

On average, students in the Full-time MBA Program have 4-5 years of prior work experience and students in the Part-time MBA Program have 7-8 years of prior work experience and continue working. Because the full-time students have less work experience when they enroll and the part-time students have more work experience and continue working after enrolling, the full-time students complete additional project preparation as part of 440A before beginning work with the Integrated Management Project sponsors.

9) **Normative Time to Degree:**

Students studying for the MBA degree at the Graduate School of Management may pursue a full time program. Full-time study is defined as a student enrolled in at least 12 units each quarter. Part-time study is defined as a student enrolled in no more than two courses per quarter (excluding lower division remedial courses). Enrollment exceptions may be made for unusual circumstances by petition to the Dean of the Graduate School of Management. Enrollment in less than 6 units each quarter may have loan deferment and financial aid implications which are beyond the purview of the GSM.

All students must complete the requirements for the MBA degree within a period of 3 years (Full-time) or 4 years (Part-time) after matriculation. If the degree requirements are not completed within the required period, the student must petition the Associate Dean for re-admission. If this is approved, the amount of credit to be allowed from the earlier period of study, and the extent of other requirements must be approved by the Graduate Advisor. The three or four year period may only be extended for students with approved Planned Educational Leave Program (PELP). The extension is for the number of quarters on PELP.

All students must successfully complete, or be exempted from, all required core courses when they are scheduled in their cohort. No student may enroll for more than 16 units of 100, 200, and 400 level courses combined per quarter unless approved by the Graduate Advisor.

---

2 Davis Division Regulation 507C.
Advisor. All students must complete a minimum of 14 courses in the program to qualify for the degree.³

10) Typical Time Line and Sequence of Events:

### Full-time MBA Program

<table>
<thead>
<tr>
<th>Year</th>
<th>Fall</th>
<th>Winter</th>
<th>Spring</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Core</td>
<td>200A Financial Accounting</td>
<td>201B Organizational Structure &amp; Strategy</td>
<td>201A Individual and Group Dynamics</td>
</tr>
<tr>
<td></td>
<td>202A Markets and the Firm</td>
<td>204 Marketing Management</td>
<td>252 Managing for Operational Excellence</td>
</tr>
<tr>
<td></td>
<td>203A Data Analysis for Managers</td>
<td>205 Financial Theory and Policy</td>
<td></td>
</tr>
<tr>
<td></td>
<td>268 Articulation &amp; Critical Thinking</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Elective</td>
<td>200 Level Course (MGT)</td>
<td>200 Level Course (MGT)</td>
<td>200 Level Course (MGT)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Year</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Two</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Core</td>
<td>440A Integrated Management Project</td>
<td>440B Integrated Management Project</td>
<td></td>
</tr>
<tr>
<td>Elective</td>
<td>200 Level Course (MGT)</td>
<td>200 Level Course (MGT)</td>
<td>200 Level Course (MGT)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>200 Level Course (MGT)</td>
<td>200 Level Course (MGT)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>200 Level Course (MGT)</td>
<td>200 Level Course (MGT)</td>
</tr>
</tbody>
</table>

### Part-time Professional MBA Program

<table>
<thead>
<tr>
<th>Year</th>
<th>Fall</th>
<th>Winter</th>
<th>Spring</th>
<th>Summer</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Core</td>
<td>202A Markets and the Firm</td>
<td>200A Financial Accounting</td>
<td>201A Individual and Group Dynamics</td>
<td></td>
</tr>
<tr>
<td></td>
<td>203A Data Analysis for Managers</td>
<td>204 Marketing Management</td>
<td>205 Financial Theory and Policy</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Elective</td>
<td>200 Level Course (MGT)</td>
<td>200 Level Course (MGT)</td>
<td>200 Level Course (MGT)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>200 Level Course (MGT)</td>
<td>200 Level Course (MGT)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>200 Level Course (MGT)</td>
<td>200 Level Course (MGT)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>200 Level Course (MGT)</td>
<td>200 Level Course (MGP/B)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Year</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Two</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Core</td>
<td>268 Articulation &amp; Critical Thinking</td>
<td>201B Organizational Structure &amp; Strategy</td>
<td>252 Managing for Operational Excel.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>440 Integrated Management Project*</td>
<td></td>
</tr>
<tr>
<td>Elective</td>
<td>200 Level Course (MGT)</td>
<td>200 Level Course (MGT)</td>
<td>200 Level Course (MGT)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>200 Level Course (MGT)</td>
<td>200 Level Course (MGT)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>200 Level Course (MGT)</td>
<td>200 Level Course (MGP/B)</td>
<td></td>
</tr>
</tbody>
</table>

³ Davis Division Regulation 507B
<table>
<thead>
<tr>
<th>Year Three</th>
<th>Fall</th>
<th>Winter</th>
<th>Spring</th>
<th>Summer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core</td>
<td></td>
<td>440 Integrated Management Project*</td>
<td>440 Integrated Management Project*</td>
<td></td>
</tr>
<tr>
<td>Elective</td>
<td>200 Level Course (MGP/B)</td>
<td>200 Level Course (MGP/B)</td>
<td>200 Level Course (MGP/B)</td>
<td>200 Level Course (MGP/B)</td>
</tr>
<tr>
<td></td>
<td>200 Level Course (MGP/B)</td>
<td>200 Level Course (MGP/B)</td>
<td>200 Level Course (MGP/B)</td>
<td>200 Level Course (MGP/B)</td>
</tr>
</tbody>
</table>

*Students complete 440 in one of the winter or summer quarters after completing the other core courses.*

11) **Sources of Funding:**

Students in the full-time MBA program typically pay the professional degree supplemental tuition and the graduate tuition and then are allocated scholarships with funds set aside for return-to-aid and additional GSM scholarships. The source of scholarship funds is the professional degree supplement tuition which accrues to the GSM.

The part-time MBA programs are self-supporting programs and students pay the self-supporting degree fees. Scholarship funds are available. The source of scholarship funds are the self-supporting degree program fees.

12) **PELP:**

Information about PELP (Planned Educational Leave) can be found in the Graduate Student Guide: [http://www.gradstudies.ucdavis.edu/publications/](http://www.gradstudies.ucdavis.edu/publications/).