



# BUSINESS (BUS)

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## **BUS 120 Fundamentals of Business (3 Credits)**

This course serves as an introductory overview of business, including management and organization, human resource management, marketing, social media and e-business, information systems, accounting, and finance.

## **BUS 130 Tribal Government (3 Credits)**

Tribal nations are governed by tribal governments. This course is a study of tribal governments using their history, constitutions, jurisdictions, economic development, intergovernmental relations, and leadership to better understand working within reservation boundaries.

## **BUS 170 Entrepreneurship (3 Credits)**

Entrepreneurship is an overview of the concepts and principles of business development and management. The use of case study analysis facilitates practical understanding and appreciation of business concepts. In addition, students gain further practical knowledge through the use of the Internet. The course provides a comprehensive perspective of ownership and management of a small business or new venture.

Prerequisite: BUS 120 Fundamentals of Business

## **BUS 247 Spreadsheet Applications (3 Credits)**

This course will provide students with hands-on experience and skills with a spreadsheet. Students will learn the various functions and commands of the spreadsheet as well as how to plan, create, and program spreadsheets for common business applications.

## **BUS 251 Personal Finance (3 Credits)**

This course is an introduction to the fundamentals of personal finance including banking, loans, credit, home ownership, budgeting, tax liability, auto financing, investments, retirement, and estate planning. An overview of the tribal, state, and federal laws that are applicable to these finance topics will be explored.

## **BUS 303 Principles of Finance (3 Credits)**

This course introduces foundational concepts and tools used in finance. Students will evaluate investment decisions, manage risk, determine value, and apply financial theory to real-world issues. Topics include financial valuation, risk and return, financial markets and capital budgeting. By integrating theory with practical applications, students are equipped with the analytical skills necessary for making financial decisions in both personal and professional contexts.

## **BUS 310 Grant Writing (3 Credits)**

This course addresses proposal writing and grant award management with special emphasis on procurement of funding sources for Native American and/or minority populations.

## **BUS 318 Business Communications (3 Credits)**

This course develops a comprehensive knowledge of the communication skills needed for success in today's business environment. Audience analysis, message development and delivery, and communication in diverse teams are included, as well as various forms of technological communication in business.

## **BUS 356 Organizational Behavior (3 Credits)**

This course provides an overview of individual, group, and intergroup behavior in organizations with an emphasis on building managerial skills for behavioral performance in the workplace.

## **BUS 401 Tribal Enterprise (3 Credits)**

This course provides a framework for understanding historical and contemporary Tribal business, leadership, governance, and economic development. Students will gain an understanding of the role and responsibilities of a tribal planner or program director who may function as a grant writer, a grant researcher, a project manager, or a development specialist.

## **BUS 406 Business Ethics (3 Credits)**

This course addresses business decisions in the context of evaluating moral principles and values. Students engage in analysis of ethical issues, dilemmas, and conflicts that transpire in business.

## **BUS 415 Nonprofit Management (3 Credits)**

This course provides students with an understanding of the unique challenges and principles involved in managing and leading nonprofit organizations. Topics include nonprofit management, governance, fundraising, financial management, program development, and strategic planning. Students will have the opportunity to analyze case studies and real-world examples to understand the practical application of nonprofit management principles.

## **BUS 436 Organizational Leadership (3 Credits)**

This course provides a framework that analyzes managerial leadership styles at various levels within an organization. The course examines contemporary

## **BUS 493 Business Research Methods (3 Credits)**

This course cultivates comprehensive knowledge of business research methodology and how various forms of research can be utilized to guide informed

## **BUS 497 Business Internship (3 Credits)**

The purpose of this for-credit internship experience is to integrate knowledge from the Business Administration courses into the job experience. The intern will be required to complete five requirements to complete an internship. These are: the final presentation, a daily log, an analysis of the company or organization for the internship, a skill-based resume, and a performance evaluation from your supervisor. The intern will be mentored by the employer and supervised by the Business Administration department chair.

Prerequisite: BUS 356