

# Academic Calendar 2017-2018

## Summer 2017

First Day of Classes-----Monday, May 22  
Memorial Day Holiday-----Monday, May 29  
Fourth of July Holiday-----Tuesday, July 4  
Last Day of Classes-----Friday, August 11

## Fall 2017

First Day of Classes-----Monday, August 28  
Last Day to Add without Instructor Permission-----Friday, September 1  
Labor Day Holiday-----Monday, September 4  
Add/Drop, Pass/No Pass, Audit Deadline-----Monday, September 11  
Fall Recess-----Monday, October 9  
Last Day to Withdraw-----Monday, October 30  
Thanksgiving Recess-----November 20-24  
Last Day of Classes-----Friday, December 8  
Exam Period-----December 11-15

## Winter 2017-2018

First Day of Classes-----Tuesday, December 26  
Last Day of Classes-----Friday, January 12

## Spring 2018

Martin Luther King Holiday-----Monday, January 15  
First Day of Classes-----Tuesday, January 16  
Last Day to Add without Instructor Permission-----Monday, January 22  
Add/Drop, Pass/No Pass, Audit Deadline-----Monday, January 29  
Presidents' Day Holiday-----Monday, February 19  
Town Meeting Day Recess-----Tuesday, March 6  
Spring Recess-----March 12-16  
Last Day to Withdraw-----Monday, April 2  
Honors Day-----Friday, April 20  
Last Day of Classes-----Friday, May 4  
Exam Period-----May 7-11  
Commencement-Graduate-----Saturday, May 19  
Commencement-Undergraduate-----Sunday, May 20

## Summer 2018

First Day of Classes-----Monday, May 21  
Memorial Day Holiday-----Monday, May 28  
Fourth of July Holiday-----Tuesday, July 4  
Last Day of Classes-----Friday, August 10

The University of Vermont Grossman School of Business

Student Services, 101 Kalkin Hall

802-656-4015 (phone)

[studentservices@bsad.uvm.edu](mailto:studentservices@bsad.uvm.edu)

<http://www.uvm.edu/business>

120 Credits

<b>Business Core</b>		Req. - GPA 2.25 or higher; no grade lower than C-
BSAD 010: The Business Enterprise		
BSAD 015: Business Communications		
BSAD 025: Sustainable Business Strategies		
BSAD 030: Decision Analysis		
BSAD 040: Information Technology & Mgmt		
EC 011: Macroeconomics		
EC 012: Microeconomics		
MATH 019: Fund. Of Calculus I (or MATH 021)		
STAT 141: Basic Statistical Methods		
BSAD 060: Financial Accounting		
BSAD 061: Managerial Accounting		
<b>Business Field</b>		Req. - GPA 2.0 or higher
BSAD 120: Leadership & Org Behavior		
BSAD 141: Info, Technology & Bus Systems		
BSAD 150: Marketing Management		
BSAD 173: Operations Management		
BSAD 180: Managerial Finance		
<b>Business Concentration (1)</b>		Req. - GPA 2.0 or higher
<b>Business Theme (2)</b>		Req. - GPA 2.0 or higher
Capstone Course		
<b>Professional Development Series</b>		1 course per year
BSAD 002: Prof. Development Series I (1 cr.)		
BSAD 102: Prof. Development Series II (1 cr.)		
BSAD 202: Prof. Development Series III (1 cr.)		

<b>Minor (3)</b>		Req. - GPA 2.0 or higher
<b>General Education</b>		Choose one course from each section
English Writing (ENG 001, HCOL 085)		
Social Science (ANTH, COMU 001, EC, ENVS, GEOG, GSWS, POLS, PSYS, SOC)		
Natural Science (lab optional) (ANPS, ASTR, BIOC, BCOR, BIOL, CHEM, ENSC, GEOL, MMG, PBIO, PHYS, PSS)		
Humanities (ARTH, ARTS, ASL, CLAS, CRES, DNCE, ENGS LIT, FOREIGN LANGUAGE, FTS, GRS, HS, HST, MUS, PHIL, REL, THE, WLIT)		
<b>University Requirements</b>		
Foundational Writing and Information Literacy (ENG 001, HCOL 085)		
SU: Sustainability		
D1: Race & Racism in the U.S.		
D2: Human & Societal Diversity		
QR: Quantitative Reasoning		
<b>Electives</b>		

- (1) Concentrations: Accounting, Business Analytics, Finance, Marketing;  
1 course can double dip with theme; Req. - 15 Credits of 100 and above level courses
- (2) Themes: Entrepreneurship, Global Business, Sustainable Business;  
1 course can double dip with concentration; Req. - 12 Credits of 100 and above level courses
- (3) Req. - 1 minor (cannot be Accounting, Business, FTS, Consumer & Advertising, Consumer Affairs, Community Entrepreneurship, Public Communication)
- All courses must be at least 3 credits unless noted
  - Sixty percent of Field and Concentration courses and fifty percent Theme and Minor courses must be completed at UVM
  - This guide does not override the catalogue ([uvm.edu/catalogue](http://uvm.edu/catalogue))

## Tentative Curriculum Outline by Year & Semester

First Year		Second Year	
<u>Fall</u>	<u>Spring</u>	<u>Fall</u>	<u>Spring</u>
BSAD 010	BSAD 015	BSAD 025	BSAD 030
EC 011	BSAD 040	BSAD 060	BSAD 061
MATH 019 (or MATH 021)	EC 012	STAT 141	General Education or
General Education or	General Education or	General Education or	University Requirements or
University Requirements or	University Requirements or	University Requirements or	Minor
Minor	Minor	Minor	
		BSAD 002 (Fall or Spring)	

### Third Year

Field courses can be taken either semester. Typically, three field courses are taken in the fall and two field courses are taken in the spring. The field courses that are pre-reqs to your concentration/theme should be taken first.

<u>Fall</u>	<u>Spring</u>	<u>Field Courses</u>
Field Course	Field Course	BSAD 120
Field Course	Field Course	BSAD 141
Field Course	General Education or	BSAD 150
General Education or	University Requirements or	BSAD 173
University Requirements or	Minor	BSAD 180
Minor	Concentration Courses*	
Concentration Courses*	Theme Courses*	
Theme Courses*		
BSAD 102 (Fall or Spring)		
		* You may take Concentration and/or Theme courses as long as all the pre-reqs are complete.

### Fourth Year

<u>Fall</u>	<u>Spring</u>	<u>Concentrations</u>	<u>Themes</u>
Concentration Courses*	Theme Capstone Course*	Accounting	Entrepreneurship
Theme Courses*	Concentration Courses*	Business Analytics	Global Business
General Education or	General Education or	Finance	Sustainable Business
University Requirements or	University Requirements or	Marketing	
Minor	Minor		
Electives	Electives		
BSAD 202 (Fall or Spring)			
			* You may take Concentration and/or Theme courses as long as all the pre-reqs are complete.

### Notes

- Math sequence may change pending placement in MATH 009 or MATH 021.
- AP Credits may cause a shift in Basic Business Core, General Education courses, and/or elective credits sequencing.
- Accounting Concentration should take BSAD 161 and BSAD 162 in the third year.
- Finance Concentration should take BSAD 180 concurrent to BSAD 061 in their second year.
- Elective credits will likely need to be taken to reach 120 credits (see catalogue for restrictions).
- Students must complete a minimum of 30 credits outside of the Grossman School of Business, which can include business core, minor, general education, university requirements and electives.
- Professional Development Series is taken one semester in your second, third, and fourth years, each for one credit.
- Restricted Minors: Accounting, Business, FTS, Consumer & Advertising, Consumer Affairs, Community Entrepreneurship, and Public Communications.

# Grading

Final grades carry a corresponding quality point value. The quality point value and the credit hour value determine a student's semester grade point average (GPA). The cumulative grade point average is the student's total quality points for all semesters divided by his/her total credit hours.

Quality Points		Quality Points	
<u>Grade</u>	<u>Per credit hour</u>	<u>Grade</u>	<u>Per credit hour</u>
A+	4.00	C	2.00
A	4.00	C-	1.67
A-	3.67	D+	1.33
B+	3.33	D	1.00
B	3.00	D-	0.67
B-	2.67	F	0.00
C+	2.33		



## Computation of Grade Point Average (GPA)

To calculate the total quality points, multiply the quality points for each grade by the number of credits earned for the course. Example:

EC 011	A	3 credits	x	4.00	=	12.00
MATH 021	B	4 credits	x	3.00	=	12.00
BSAD 010	A-	3 credits	x	3.67	=	11.01
SOC 019	B+	3 credits	x	3.33	=	9.99
HST 011	A-	3 credits	x	3.67	=	11.01
Total:		16 credit hrs				56.01 quality points
<b>56.01 points/16 credit hrs = 3.50 GPA</b>						

Other grades are listed below. Students should refer to the catalogue for more details and restrictions. Students should be aware of the success in each class, and discuss grades with their advisor if a final letter grade will not be earned. Selection or receipt of the following grades could have difficult ramifications.

<b>AU Audit</b>	<b>S/U Satisfactory/Unsatisfactory</b>
<b>I Incomplete</b>	<b>SP/UP Satisfactory Progress/Unsatisfactory Progress</b>
<b>NP Not Passed</b>	<b>W Withdrawn</b>
<b>P Passed</b>	<b>XF Failure resulting from academic dishonesty</b>

# **Academic Trial & Dismissal**

## **Minimum Grade Requirements**

A cumulative grade-point average (GPA) of 2.00 is required for the degree of Bachelor of Science in Business Administration. There are minimum grade point benchmarks within each area of the curriculum. Students who have not successfully met the Basic Business Core requirements by the end of 75 credits will be asked to transfer to another academic unit on campus.

<b>Requirement</b>	<b>GPA Needed</b>
Overall GPA	2.00
Basic Business Core	2.25 (and no single grade lower than C-)
Business Field	2.00
Interdisciplinary Theme	2.00
Business Discipline Concentration	2.00

## **Academic Trial**

Students will be placed on academic trial if the semester or cumulative grade-point average is less than 2.00. Students will remain on trial until both semester and cumulative grade-point averages reach at least 2.00 or until they are dismissed. Students on trial will be given a target semester GPA to achieve by the end of the following semester. First year students placed on academic trial after their first term, are required to complete the *Learning at UVM Series*, a program designed to help students become more effective and efficient learners.

## **Dismissal Criteria**

Students will be dismissed from the University in the following situations: (1) failure to achieve the target GPA while on trial; (2) failure of at least half their course credits in any semester while maintaining a cumulative GPA of less than 2.00; (3) failure of at least half their course credits while maintaining a cumulative GPA of 1.00 in their first semester.

A student may appeal a dismissal in writing to the Undergraduate Studies Committee (UGSC) within the time frame stipulated in the dismissal letter. The UGSC reviews and discusses the academic performance of each student who submits a dismissal appeal. Once a thorough review and discussion has ensued, the members vote on what type of academic action will be taken. Results of this discussion will be conveyed to the student via email.

# **Academic Support Programs**

## **Student Services Advisors**

First-year students are assigned a professional academic advisor in the Student Services Office. Students may book appointments directly with their advisor; however there are also mandatory advising sessions to discuss concentration, theme and minor choices. During drop-in advising hours, students are welcome to meet with any available Student Services Advisor.

[www.uvm.edu/business](http://www.uvm.edu/business)

## **Faculty Advisors**

Students receive a faculty advisor for their junior and senior year. Student/faculty assignments are intentional and reflect a student's chosen area of study. Faculty are located in Kalkin Hall and are available to meet with any student. Students are encouraged to email faculty to book an appointment or visit during posted office hours.

## **Peer Mentors**

Student leaders in the GSB Peer Mentor Program create activities, workshops and events to help support fellow undergraduate students by highlighting campus resources, sharing student experiences and increasing social and professional networking opportunities for academic and career success. Peer mentors work individually with student/s or as part of a team with small groups.

[go.uvm.edu/qsbpm](http://go.uvm.edu/qsbpm)

## **Subject Area Tutoring**

The Tutoring Center offers one-on-one peer tutoring in many business and general education courses. Tutoring appointments are held around campus or during scheduled hours in the Living and Learning Building. Group tutoring for certain business subjects may be available on a weekly basis in Kalkin Hall.

[www.uvm.edu/academicsuccess](http://www.uvm.edu/academicsuccess)

## **Study Skills**

The Tutoring Center offers workshops to help develop tools and habits essential to a successful college career. Workshops focus on time management, test-taking strategies, effective reading and organization. Individual and group tutoring helps students understand their learning style and create a plan to succeed in the classroom.

[www.uvm.edu/academicsuccess](http://www.uvm.edu/academicsuccess)

## **Writing Center**

Students use the Writing Center for help with a variety of projects: class assignments, application essays, resumes, creative pieces and unassigned writing projects. Many students find the Writing Center makes the writing process less stressful and solitary, and helps them improve the overall quality of their work.

[www.uvm.edu/writingcenter](http://www.uvm.edu/writingcenter)

## **Learning at UVM**

First-year students who go on academic trial after their first semester at UVM are required to take part in Learning at UVM. Learning at UVM sessions focus on improving study skills, test-taking strategies, note taking, and other academic skills needed to be successful in the college classroom.

***\*One hour of individual tutoring per class, per week is offered at no charge.  
Group tutoring and Writing Center services are unlimited and always free!***

# **Family Educational Rights and Privacy Act (FERPA)**

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

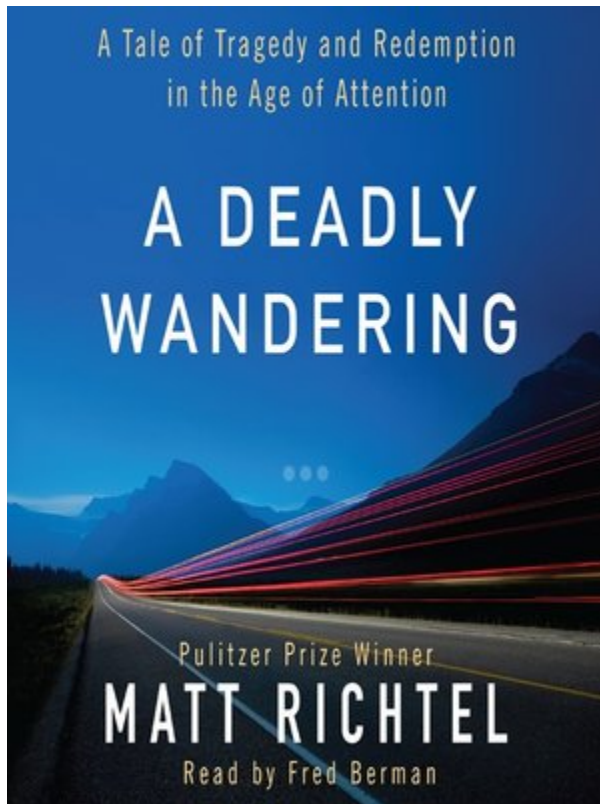
FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

- Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.
- Parents or eligible students have the right to request that a school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.
- Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):
  - School officials with legitimate educational interest;
  - Other schools to which a student is transferring;
  - Specified officials for audit or evaluation purposes;
  - Appropriate parties in connection with financial aid to a student;
  - Organizations conducting certain studies for or on behalf of the school;
  - Accrediting organizations;
  - To comply with a judicial order or lawfully issued subpoena;
  - Appropriate officials in cases of health and safety emergencies; and
  - State and local authorities, within a juvenile justice system, pursuant to specific State law.

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school.



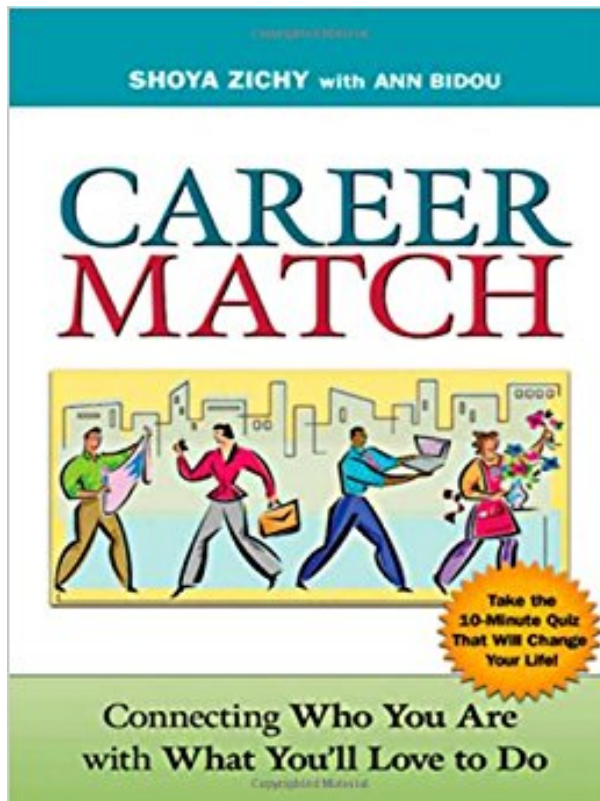
## Summer Reading 2017



### A Deadly Wandering

By [Matt Richtel](#)

[www.uvm.edu/orientation/  
summer\\_read](http://www.uvm.edu/orientation/summer_read)



BSAD 010: The Business Enterprise

### Career Match

*Connecting Who You Are with What  
You'll Love to Do*

By Shoya Zichy and Ann Bidou



# Grossman School of Business Technology Requirements and Support

Business school graduates are expected to be proficient in the use of information technology. To support this goal, all students enrolled in the Grossman School of Business at the University of Vermont are required to own a portable computer. At a minimum, your computer must be able to run these programs:

- \* Microsoft Office Professional 2016 with Access, Visio & Project 2016
- \* Microsoft Windows 10 Enterprise

Apple portable computers are supported but they must have:

- \* A minimum of 80GB free space

Minimum Required Hardware Specs (PC or Mac):

- \* Intel Core i3 processor
- \* 8GB of RAM
- \* 128GB Solid State Drive (SSD)

Recommended Hardware Specs:

- \* Intel Core i5 Processor
- \* 16GB of RAM
- \* 256GB Solid State Hard Drive (SSD)



The Grossman School of Business provides high quality technology support for its students. We have a team of staff who can assist you with any questions you have regarding your software/hardware or use of the computer labs in Kalkin Hall. Contact the UVM Tech Team at (802) 656-2939 for any warranty repair service of Apple devices or Windows PCs. While GSB is NOT AUTHORIZED for any warranty repair we can assist you if your computer is no longer under warranty. Even if we cannot do the repair we can give you advice on its cost, viability, etc.

The Grossman School of Business participates in the student portion of Microsoft's Campus Agreement which allows us to install the most current Microsoft software (Windows 10, Office 2016, etc.) This agreement allows us to roll out upgrades on personally owned student computers. Part of this program is that we charge a non-refundable per semester fee to provide students with technical support and current versions of business software. If you need computing or software help, please visit 227 Kalkin Hall, call (802) 656-0800 or email [help@bsad.uvm.edu](mailto:help@bsad.uvm.edu).

The cost of a Business School required computer can be included in any Financial Aid award for which you are eligible. For more information, contact Student Financial Services by phone: (802) 656-5700 or email: [sfs@uvm.edu](mailto:sfs@uvm.edu).