

## Fall 2003 Case Competition Winners

Congratulations to the Fall 2003 MBA Conference winners! Tiffany J. Jackson, Johnny Hong Jiang, and Betty J. Koteras were the winners of the Fall 2003 Case Competition. A special reception was held in Sugar Land, Texas on March 25, 2004 in honor of the winners to recognize their outstanding performance.

Participants in the Fall 2003 MBA Conference reported that the case competition showed them that all of their previous coursework could be integrated and applied to solving real-world problems. They enjoyed preparing and presenting their case analysis with teams of their fellow students, and valued the feedback from the panels, which are composed of faculty from multiple disciplines.

The Spring 2004 MBA Conference will be held on Saturday, May 8, 2004 from 9am to 6pm at the Sugar Land Marriott Town Square. All Spring 2004 MGT 6359 students will participate in both a comprehensive exam and a case competition. The SoBA has selected the company RedHat as the topic for the case competition.

All MBA students are required to attend and participate in the MBA Conference during the semester in which they are enrolled in MGT 6359. Please verify that you will be able to attend the event before registering for the course.

For additional information about the upcoming conference, please visit the SoBA website at: <http://www.uhv.edu/bus/new/students/mbacasecomp.asp>.



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**Spring 2004 MBA Conference:**

**Saturday, May 8, 2004**

## GMAT Information Session

The UHV School of Business Administration has scheduled GMAT Information Sessions at the University of Houston System at Cinco Ranch on Friday, May 7, 2004 from 3:30-5pm in Room 123 and at the University of Houston System at Sugar Land on Friday, June 18, 2004 from 4-5:30pm in Room 102.

Students who are planning to take the GMAT should attend this session to learn more about the format of the exam, options for preparing for the exam, and ways to control test anxiety.

For more information, please contact Holly Verhasselt, Student Access and Diversity Coordinator, at (281) 275-3376 or by email at [verhasselth@uhv.edu](mailto:verhasselth@uhv.edu).

### GMAT Information Sessions:

May 7, 2004 and June 18, 2004

## Registration Process

Regular registration for summer 2004 opened Monday, April 19 and will continue through Friday, May 28. Students can access the registration system either by phone or online. The VIP telephone registration system can be accessed by calling (361) 573-0000 in the Victoria area or (713) 743-1431 in the Houston area. The online registration system can be accessed from the UHV website at [https://www.stu.uh.edu/uoh/newmenusys/vic\\_intro.jsp](https://www.stu.uh.edu/uoh/newmenusys/vic_intro.jsp). Both methods allow you to register, add courses, drop courses, cancel registrations, withdraw, request loans, and make payments, as well as many other options.

The course schedule is posted to the SoBA website at <http://www.uhv.edu/bus/new/students/courseschedule.asp> several weeks before the start of each registration period. Textbook information, syllabi information, and a current tuition and fee schedule are also posted to our website for your convenience in preparing for your semester.

Before you register, you should:

- Review your degree plan to see what courses are required and what order we recommend you complete them in.
- Identify courses you would like to take, and review the schedule online to determine which ones are available.
- Verify that you have the prerequisites for your selected courses.
- Review the syllabi from previous semesters on the SoBA website to get an idea of the content and workload of each course if you are trying to decide between several courses.

Once a SoBA course reaches its enrollment capacity, SoBA officially closes the course in order to verify that enrolled students have met the prerequisites. Students who are attempting to add courses which have already reached their enrollment caps for the semester must complete the online Waiting List Form available at <http://www.uhv.edu/bus/new/students/waiting.asp>.

## Old Degree Plan Equivalencies

For students who are on the old MBA degree plan, the following table shows the old degree plan courses and their equivalencies. Students are encouraged to complete the equivalent courses in the following order to maximize adherence to new course prerequisites.

<u>Old Plan Requirements</u>	<u>Equivalent Courses</u>
ECO 6311	ECO 6351
MGT 6311	MGT 3311 (for waiver)
MGT 6320	MGT 6351
QMS 6311	QMS 6351
ACC 6311	ACC 6351
MGT 6316	MGT 6352
ACC 6315	ACC 6352
QMS 6322	MGT 6355
FIN 6311	FIN 3311 (for waiver)
FIN 6315	FIN 6352
MKT 6311	MKT 3311 (for waiver)
MKT 6321	MKT 6352
ECO 6315	ECO 6361
MGT 6331	MGT 6359

It is your responsibility to contact your SoBA advisor if you should have any questions regarding courses on your degree plan. Any course listed above as being equivalent to an old plan requirement may not be used as an elective.

## Taking a Break

As summer approaches, many students are thinking of taking some time off from school, whether to concentrate on work or family or just to take a breather. One of the advantages of our programs' flexibility is that students can take a semester or two off when they need to. However, please remember that a break in enrollment of one full year (twelve consecutive months) for reasons other than involuntary military service will place students under the catalog in effect at the time of their re-enrollment.

## Questions About Internships

Each summer, SoBA receives a few inquiries from students who would like to use faculty supervised work experience to satisfy a course requirement. At this time, SoBA does not offer an internship program on any degree plan. While we encourage you to seek employment that will broaden your professional experience and assist you in networking for your future job search, we will not be able to award you course credit for this.

## Supplemental Materials for Online Courses

Some WebCT courses require that you purchase an access code in order to gain entry into the class. The textbook list online (as well as on your syllabus) will say "Web Tutor" or "Webs E-Pack" underneath your textbook if it is required. Access codes can be purchased at [www.webct.com/students](http://www.webct.com/students) with a major credit card. Use the keyword search to enter the name or partial name of your textbook. Verify the results by checking the full name, author, and edition of the text. Your access code will be emailed to you immediately at the email address you provide when making your purchase. After you log on to WebCT, you will be asked for the access code when you try to enter that particular course. If you have any problems, email [bustechhelp@uhv.edu](mailto:bustechhelp@uhv.edu).

### Attention Online Students:

**This summer, SoBA will convert from WebCT Campus to WebCT Vista. Please watch our website for updated online orientation information.**

## Buying Textbooks

Required textbook information for Summer 2004 SoBA classes is available on the School of Business website. Students have three institutional options for obtaining textbooks.

- The Victoria College Bookstore carries titles for all of our courses and will accept phone orders for shipped textbooks. The Victoria College Bookstore can be reached by phone at (361) 572-6430 or online at [www.victoriacollege.edu/dept/bstore](http://www.victoriacollege.edu/dept/bstore).
- MBS Direct ([www.mbsdirect.net](http://www.mbsdirect.net)) also carries all titles.
- A seasonal bookstore will be open at the University of Houston System at Sugar Land approximately two weeks before the start of the summer semester and remain open during the first part of the semester. The seasonal bookstore is located in the third modular building in the UHSSL parking lot on the southwest side of the building.

Students are also free to use the publication information we provide to obtain textbooks from their favorite online vendors. However, before doing so you should find out what your vendor's anticipated shipping time is, and what their return policy is in the event that they ship you the wrong edition of your text or you are forced to make a last minute change to your schedule due to missing prerequisites or a canceled course.

## Victoria Staff in New Location

Renovations to University West on the Victoria campus have been completed, and SoBA staff have moved into their permanent offices. If you need to visit with a member of the SoBA staff, please consult the table below for their new locations:

	Location before April 1	Permanent Offices
Jane Mims, Director of MBA Programs	UW 247	UW 213D
Laura Knowles, Degree Plan Counselor	UW 243	UW 213B
Gwen Jones, Senior Secretary	UW 246	UW 213
Mary Borden, Online Support Technician	UW 248	UW 213A
Charles Bullock, Dean	UW 205	UW 214
Jolynn Young, Administrative Secretary	UW 205	UW 214
Erika Helms, Senior Secretary	UW 205	UW 213

## SoBA Open Houses-A Success!

The University of Houston-Victoria SoBA Open Houses have been a great success! In the past, the open houses have drawn in many current and prospective students interested in obtaining information on the SoBA programs. Each month, we have seen an increase in the number of students who are taking advantage of this great opportunity!

SoBA Open Houses are the opportunity for current students to meet with their advisor, and for prospective students to learn more about the programs, pick up an application packet, meet our staff, and interact with current students. Because SoBA deals with so many students primarily through phone or email, we enjoy these opportunities to put faces on the students we may have been getting to know virtually for several months.

Open Houses are held monthly at UH System Cinco Ranch and UH System Sugar Land. The Open Houses at UH System Cinco Ranch are held the last Wednesday of each month from 4-7pm. And Open Houses at the UH System Sugar Land are held the second Wednesday of each month from 4-7pm. In addition, an Open House was held at the Victoria campus on April 29 which was also a great success. Open Houses in Victoria will be offered several times a year.

Please check the SoBA website for a list of specific dates for the upcoming events. Mark your calendar and come visit us!

# Spring 2004 Commencement

Spring Commencement for University of Houston-Victoria will be at 9:30am on Saturday, May 15, in the Faith Family Church auditorium, 2002 Mockingbird Lane. Sanctuary doors at the church will open at 8:30am. The commencement speaker will be Bruce Chinn, site manager for INVISTA, formerly DuPont Textiles and Interiors.

Mr. Chinn has a chemical engineering degree from Texas A&M University. He has served on several community boards and currently serves on the Board of Trustees for The Victoria College, and on the Board of Directors for the YMCA and Wells Fargo Community Bank.

Seating is limited for the May ceremony. Each guest, including children and infants, must have a ticket for the ceremony. Each graduate may receive up to 8 tickets, and seating will be available on a first-come/first-served basis within the facility.

For information on tickets, contact Minnie Urbano at (361) 570-4135 or Brittany Hollas at (361) 570-4349.



## Summer 2004 Open Houses

### ***UH System at Cinco Ranch***

A SoBA Open House is held at the Cinco Ranch location the last Wednesday of each month from 4 to 7pm.

### ***UH System at Sugar Land***

A SoBA Open House is held at the Sugar Land location the second Wednesday of each month from 4 to 7pm.

## **Policy on Equal Educational and Employment Opportunity**

It is the policy of the University of Houston-Victoria to ensure equal opportunity in all its educational programs and all terms and conditions of employment without regard to race, color, national origin, religion, sex, age, handicap, or veteran status.

## Upcoming Dates

May 8—MBA Conference  
May 8-9—Online Final Exams for Core BBA and MBA Courses  
May 8-14—Final Examination Period  
May 13—UHSSL Open House  
May 15—Spring 2004 Commencement  
May 26—UHSCR Open House  
May 31—Memorial Day Holiday  
June 1—First Class Day  
June 1—Deadline for Fall International Student Applications  
June 11—Last Day to Apply for Summer Graduation  
June 16—UHSSL Open House  
June 17—Last Day to Drop or Withdraw without Grade  
June 21—Fall Registration Begins  
June 30—UHSCR Open House  
July 1—Deadline for Fall Applications  
July 5—Independence Day Holiday  
July 14—UHSSL Open House  
July 22—Last Day to Drop or Withdraw  
July 28—UHSCR Open House  
August 4-5—Final Examination Period  
December 4—MBA Conference

## Contact Numbers for UHV SoBA

Current and prospective MBA and BBA students are encouraged to contact one of the following advisors with any questions about our programs:

- Laura Knowles, University of Houston-Victoria, (361) 570-4232
- Rosie McCusker, University of Houston System at Cinco Ranch, (832) 842-2858
- Kristy Pullin, University of Houston System at Sugar Land, (281) 275-3318

All advisors may be reached by email at [busadvisor@uhv.edu](mailto:busadvisor@uhv.edu)

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