


Dual Degree: Master of Business Administration & Master of Science - Hotel Administration

2 Graduate Program Change 2020-21

I. General Information

The faculty member originating this proposal is to complete sections I and II.

TURN ON help text before starting this proposal by clicking  in the top right corner of the heading. You will need to turn on help text again after any actions that refresh the page including after saving proposals, importing information, or running impact reports.

IMPORT curriculum data from the Catalog by clicking  in the top left corner.

Do not make any changes to any information until the proposal has been launched in Step 4.

Department*

Business Administration Programs

Degree/ Certificate Name*

Dual Degree: Master of Business Administration & Master of Science - Hotel Administration

Plan Code*

MBAHOADUAL

Degree Type*

Master of Business Administration

Program Type*

Dual Master's

II. Program Changes

FILL IN ONLY fields required marked with an * after importing data. You will not be able to launch the proposal without completing required fields. Do not make proposed changes to the information that was imported until after the proposal has been launched in Step 4. Changes will only be tracked after the proposal is launched

Are you changing admission requirements?*

Yes No

Requirements:

Are you changing course requirements?* Yes No

Are you changing degree completion requirements?* Yes No

Are you changing the primary instructional mode?* Yes No

Are you changing program learning objectives?* Yes No

If yes, describe changes to learning objectives:

Provide a Brief Summary of Proposed Changes

We are updating the core curriculum for the HOA part of this degree to match the core curriculum in the non-dual HOA master's degree, minus the HOA 740: Marketing course. This content is already covered in the MBA part of the degree. We are also removing the list of elective courses and allowing student to select their own HOA graduate elective courses.

In addition, we are updating a few of the degree requirements that pertain to the HOA side of the degree to help students better understand requirement.




Provide a rationale for each proposed change

The core requirement for the HOA part of this degree does not match the core requirement of the current Hotel Administration master's degree. All students completing the Hotel Administration degree, whether in a dual program or the stand-alone program, should graduate from the program with the same core knowledge and skills.

In addition, for the HOA part of the degree, we are removing the list of elective courses to allow students to select HOA elective courses that best fit their needs based on their career goals. This will also make the HOA part of this degree more attractive to prospective students.

Do not make any changes to any information until the proposal has been launched in Step 4.

Follow these steps to change the program curriculum:

1. Click on  "View Curriculum Schema." Edit existing cores or click 'Add Core' and name your core (please use a comparable degree program in the current graduate catalog as a template). Edit or add any descriptive text (do not add courses until Step 2). Descriptive text is generally used in the following cores: Plan Description, Plan Admission Requirements, Plan Requirements, Plan Graduation Requirements.
2. There are two options for adding courses (see Step 3 to remove courses): "Add Course" and "Import Course." For courses already in the catalog, click on "Import Course" and find the courses needed. For new classes going through a Curriculum Approval Process click on "Add Course"-- a box will open asking you for the Prefix, Course Number and Course Title.
3. Click on  "View Curriculum Schema." Click on the area/header of the program where you would like to add courses. When you click on "Add Courses" it will bring up the list of courses available from Step 2. Select the courses you wish to add. For removing courses click on the  and proceed.

After you have launched proposal, update prospective curriculum here*

Plan Description

This is a dual degree offered by the Lee Business School in conjunction with the William F. Harrah College of Hospitality. The MBA/MS HOA study is designed for those who seek career and business leadership opportunities in hotel administration. The programs will provide students with the needed skills, knowledge, and tools to become visionary and creative business leaders in hotel administration. The core MBA program is designed to advance the knowledge and practice of business and administration. The MS – Hotel Administration portion of the dual degree is designed to provide the industry-specific knowledge and skills in hospitality and tourism. The program takes advantage of the natural learning environment that is created by the hospitality industry in Las Vegas economy, the entertainment capital of the world. Students will receive a two degrees, an MBA and a MS – Hotel Administration. For more information about your program, including your graduate program handbook and learning outcomes, please visit the Degree Directory.

Plan Admission Requirements

Application deadlines Applications available on the UNLV Graduate College website. The admission requirements for the dual degree are the same as those stated under the MBA and MS HOA programs. The only exception is that the dual MBA program only accepts the GMAT for admission. All dual degree program applicants are required to show that they have at least one year of full-time management/supervisory experience or three years of cumulative full-time front-line experience in the hospitality industry. **Application Process** See the Application Process section under the MBA and the MS HOA programs. Applications will be reviewed by representatives of the Lee Business School and the William F. Harrah College of Hospitality in an independent process within each college. Applicants must be admitted to both the Lee Business School and the William F. Harrah College of Hotel Administration to qualify for the dual degree program for that term. **Application Deadline** Refer to the Graduate College website for specific deadlines. All documentation and application materials must be received by the Graduate College, the William F. Harrah College of Hospitality Graduate Studies Office, and the Lee Business School by the deadline for the application to be considered. All domestic and international applicants must review and follow the Graduate College Admission and Registration Requirements. Students are accepted into a degree program as described in the Graduate Catalog. The faculty and corresponding sub-disciplines and sub-plans within the described programs are subject to change at any time.

Plan Requirements

See Subplan Requirements below. Subplan 1: Thesis Track Subplan 2:
Professional Paper Track

Subplan 1 Requirements: Thesis Track

Total Credits Required: 51

Course Requirements

**Total Credits Required for the Business Administration
M.B.A.: 30**

MBA Core Required Courses – Credits: 18

MBA 761 Accounting for Managers	3
MBA 763 Leadership, Teams, and Individuals	3
MBA 765 Financial Decision Making	3
MBA 767 Market Opportunity Analysis	3
MBA 769 Applied Economic Analysis	3
MBA 775 Data Modeling and Analysis	3

Electives – Credits: 9

Complete 9 credits of electives from any 700-level course offered by the Lee
Business School.

Capstone Course – Credits: 3

MBA 787 Strategic Management	3
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**Total Credits Required for the Hotel Administration M.S.:
21**

Required Courses – Credits: 12

HOA 705 Financial Analysis for the Service Industries	3
HOA 711 Laws of Innkeeping and Food Service	3
HOA 731 Operational Analysis in Hospitality Management	3
HOA 735 Research Methodology	3

Elective Course – Credits: 3

Students must complete an additional 3 hours of HOA graduate-level courses (500, 600, or 700).

Thesis – Credits: 6

HOA 789R Thesis	3 – 6
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Degree Requirements

1. Completion of a minimum of 30 credits of MBA courses and a minimum of 21 credits of HOA. 2. A grade point average of at least 3.00 for course work required for the degree. 3. No grade lower than C is acceptable. 4. Students with unsatisfactory progress toward the degree requirements are subject to dismissal. A student with a grade of C or lower in any of the required courses for the degree will be put on probation for one semester. Conditions and deadlines for the removal of probation will be specified. Failure to meet the condition will result in departure from the program. A student with two grades of C or lower will be dropped from the program. 5. In consultation with his/her advisor, a student will organize a thesis committee of at least three departmental members and a fourth member from outside the department, known as the Graduate College Representative. An additional committee member may be added at the student and department's discretion. Please see Graduate College policy for committee appointment guidelines. 6. In addition to the academic requirements, the Harrah Hospitality College encourages students to complete an internship during the summer term between their first year and second year in the program. International students must receive approval to be on CPT before starting an internship experience. All internships must be secure directly by the student and carries no academic credit. Some students who did not complete any internships during their undergraduate studies or have no

not complete any internships during their undergraduate studies or have no prior work experience in the hospitality industry may have a conditional

requirement to complete an internship, which was documented at the time of admission into the program.

Graduation Requirements

1. Students cannot graduate from one portion of the dual degree until the requirements for both are met. Students must apply to graduate from both programs for the same semester. 2. The student must submit all required forms to the Graduate College and then apply for graduation from both degrees up to two semesters prior to completing his/her degree requirements. 3. The student must successfully complete the MBA capstone course. 4. The student must submit and successfully defend his/her thesis by the posted deadline. The defense must be advertised and is open to the public. 5. After the thesis defense, the student must electronically submit a properly formatted pdf copy of their thesis to the Graduate College for format check. Once the thesis format has been approved by the Graduate College, the student will submit the approved electronic version to ProQuest. Deadlines for thesis defenses, format check submissions, and the final ProQuest submission can be found here.

Subplan 2 Requirements: Professional Paper Track

Total Credits Required: 51

Course Requirements

Total Credits Required for the Business Administration M.B.A.: 30

MBA Core Required Courses – Credits: 18

MBA 761 Accounting for Managers	3
MBA 763 Leadership, Teams, and Individuals	3
MBA 765 Financial Decision Making	3
MBA 767 Market Opportunity Analysis	3
MBA 769 Applied Economic Analysis	3

MBA 775 Data Modeling and Analysis

3

Electives – Credits: 9

Complete 9 credits of electives from any 700-level course offered by the Lee Business School.

Capstone Course – Credits: 3

MBA 787 Strategic Management

3

Total Credits Required for the Hotel Administration M.S.: 21

Required Courses – Credits: 12

**HOA 705 Financial Analysis for the Service
Industries**

3

**HOA 711 Laws of Innkeeping and Food
Service**

3

**HOA 731 Operational Analysis in Hospitality
Management**

3

HOA 735 Research Methodology

3

Elective Course – Credits: 6

Students must complete an additional 6 hours of HOA graduate-level courses (500, 600, or 700).

Professional Paper – Credits: 3

HOA 788R Professional Paper

3

Degree Requirements

1. Completion of a minimum of 30 credits of MBA courses and a minimum of 21 credits of HOA. 2. A grade point average of at least 3.00 for course work required for the degree. 3. No grade lower than C is acceptable. 4. Students with unsatisfactory progress toward the degree requirements are subject to dismissal. A student with a grade of C or lower in any of the required courses for the degree will be put on probation for one semester. Conditions and deadlines for the removal of probation will be specified. Failure to meet the condition will result in departure from the program. A student with two grades of C or lower will be dropped from the program. 5. The Hotel Administration portion of the dual degree program requires successful completion of a professional paper that must adhere to the standards in the American Psychological Association's current publication manual regarding writing style and format. This paper must be completed at the end of the dual program. 6. In addition to the academic requirements, the Harrah Hospitality College encourages students to complete an internship during the summer term between their first year and second year in the program. International students must receive approval to be on CPT before starting an internship experience. All internships must be secure directly by the student and carries no academic credit. Some students who did not complete any internships during their undergraduate studies or have no prior work experience in the hospitality industry may have a conditional requirement to complete an internship, which was documented at the time of admission into the program.

Graduation Requirements

1. Students cannot graduate from one portion of the dual degree until the requirements for both are met. Students must apply to graduate from both programs for the same semester. 2. The student must submit all required forms to the Graduate College and then apply for graduation from both degrees up to two semesters prior to completing his/her degree requirements. 3. The student must successfully complete a professional paper and the MBA capstone course.

Plan Graduation Requirements

Refer to your subplan for Graduation Requirements. Subplan 1: Thesis Track
Subplan 2: Professional Paper Track

The [Degrees Directory](#) provides current and consistent degree information. Submission of this form indicates acknowledgment and understanding that every department is responsible creating and maintaining accurate and updated program information on the UNLV Degrees Directory.

If the changes included on this form impact the program handbook attach the updated handbook before submitting this form. If you need a Word version of the most recent handbook please email GradCurriculum@unlv.edu.

Degrees Directory Program Entry* Check this box to acknowledge the above statement.


Changes will be applicable to* Current Students
 New Students
 Both Current and New Students

If applicable to current students, changes are Mandatory Optional

Effective Date*

4. LAUNCH proposal by clicking  in the top left corner.

5. After launching the proposal, make all changes and fill in all additional fields.


6. Finish the launch of your proposal by clicking the icon  located in the Proposal Toolbox on left side at top. Make your decision, comment is optional, and click on "Make decision".

You can check the status of the proposal by clicking  in Proposal Toolbox to verify that the proposal has gone to the next step.

III. Department Vote Information

Note: This section is to be filled out by the Department Chair on behalf of the committee.

(The role has been assigned to the corresponding person on this step. If incorrect, please notify GradCurriculum@unlv.edu)

1. Review the proposal. Discuss and make appropriate revisions.
2. Fill in vote information.
3. Then go to the proposal toolbox at the top right side. Click on  and select the corresponding decision for the committee. This will enable the proposal to go to the next person on the workflow.


You can check the status of the proposal by clicking  in Proposal Toolbox to verify that the proposal has gone to the next step.

Date faculty voted on proposal	Result of vote
Manner of vote	

IV. Unit Vote Information

Note: This section is to be filled out by the College Committee Chair on behalf of the committee.

(The role has been assigned to the corresponding person on this step. If incorrect, please notify GradCurriculum@unlv.edu)

1. Review the proposal. Discuss and make appropriate revisions.
2. Fill in vote information.
3. Then go to the proposal toolbox at the top right side. Click on  and select the corresponding decision for the committee. This will enable the proposal to go to the next person on the workflow.

You can check the status of the proposal by clicking  in Proposal Toolbox to verify that the proposal has gone to the next step.

Date faculty voted on proposal	Result of vote
Manner of vote	

V. Processing Notes (Graduate College/Registrar Use Only)

**Program Alerts (E.g.
This program is no
longer accepting
applications)**

PS Processing Notes

PS Processing Date

Initials

**Aalog Processing
Notes**

**Aalog Processing
Date**

Initials

Comments for Dual Degree: Master of Business Administration & Master of Science - Hotel Administration

Curriculog	3/4/2020 9:51 am Reply
Graduate Curriculum has approved this proposal on Graduate Programs Committee.	
Curriculog	3/3/2020 8:20 pm Reply
Gregory Moody has approved this proposal on behalf of Graduate Programs Committee. See Graduate Programs Committee Agenda - 3 March, 2020 for more information.	
Curriculog	2/21/2020 2:34 pm Reply
Business Associate Dean has approved this proposal on School/College Associate Dean for Graduate Studies/ Dean.	
Curriculog	2/21/2020 2:33 pm Reply
Business Associate Dean has approved this proposal on School/College Committee.	
Curriculog	2/21/2020 2:58 am Reply
Stephen Brown has approved this proposal on School/College Committee.	
Curriculog	2/20/2020 7:24 pm Reply
Gregory Moody has approved this proposal on School/College Committee.	
Curriculog	2/20/2020 7:23 pm Reply
Gregory Moody has approved this proposal on School/College Committee.	
Curriculog	2/20/2020 7:22 pm Reply
Gregory Moody has approved this proposal on School/College Committee.	
Curriculog	2/18/2020 12:32 pm Reply
MBA Director has approved this proposal on School/College Committee.	
Curriculog	2/16/2020 10:19 am Reply
Stephen Brown has approved this proposal on School/College Committee.	

Curriculog

2/16/2020 10:18 am [Reply](#)

Stephen Brown has approved this proposal on School/College Committee.

Curriculog

2/15/2020 7:23 am [Reply](#)

Kimberly Charron has approved this proposal on School/College Committee.

Curriculog

2/14/2020 4:21 pm [Reply](#)

Jianxin Chi has approved this proposal on School/College Committee.

MBA Director

2/14/2020 9:35 am [Reply](#)

Approving this on behalf of the MBA program - there are no changes to the MBA portion of the degree.

Curriculog

2/14/2020 9:35 am [Reply](#)

MBA Director has approved this proposal on Department Chair.

Curriculog

2/13/2020 3:47 pm [Reply](#)

MBA Director has approved this proposal on Graduate Coordinator.

Graduate Curriculum

2/12/2020 4:53 pm [Reply](#)

Votes from HOA: MBA-HOA: 23 = voted to approve / 3 rejected / 1 abstained (vote passed)

Curriculog

2/11/2020 1:09 pm [Reply](#)

Graduate Curriculum has approved this proposal on Technical Review.

Curriculog

2/3/2020 4:32 pm [Reply](#)

Rhonda McElroy has approved this proposal on Originator.

Curriculog

1/29/2020 3:25 pm [Reply](#)

Rhonda McElroy has launched this proposal.