



Program Handbook: Bachelor of Business/Bachelor of Ministry

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Program Handbook: Bachelor of Business/Bachelor of Ministry

1. Program Details:

- i. Full Title: Bachelor of Business / Bachelor of Ministry
- ii. Abbreviated Title: BBus/BMin
- iii. AC Faculty: Business
- iv. Delivery Locations: All campuses, third parties and online
- v. AC Program Director: Associate Professor Philip Lee
- vi. Course Length: 4 years full-time; up to 10 years part-time
- vii. AQF Level: Level 7
- viii. Accreditation period: 8 August 2013 – 8 August June 2020

2. Pathways/ admission

IELTS

For overseas students where the prospective student's qualifications were obtained in an institution where English is not the language of instruction, a minimum IELTS score of 6.5 with no band result below 6.0. (overseas students must maintain a full-time enrolment at all times).

Academic Entry Requirements

Completion of NSW Higher School Certificate with an ATAR of no less than 65, or the completion of the interstate or overseas equivalent qualification and result, or equivalent;

OR

Completion of an AQF Level 4 Certificate IV or higher by an authorised institution or registered training organisation.

OR

Applicants aged 21+ may be eligible for on the basis of mature age (provisional entry). These students will need to successfully complete their first 4 subjects to be permitted to continue without the Provisional Entry restrictions.

Pathway Entry

An alternate pathway is via a Diploma of Business (at Alphacrucis College or elsewhere), with articulation into, and up to 80 credits points towards, the BBus/BMin degrees.

3. Course Rationale

The Bachelor of Business/Bachelor of Ministry is designed to enable graduates to provide creative solutions, by integrating their Christian worldview with business acumen, to complex issues such as social and environmental responsibility. By combining a solid core of skills in leadership, management, marketing, finance, accounting, HRM, and innovative electives, together with the ministry training, graduates are better equipped to serve in Christian ministry. Likewise, graduates in the broader business community will be better trained and skilled in sharing their faith, leading groups of people and meeting needs. Graduates will major in one area of ministry speciality, including: Pastoral Ministry, Cross Cultural Ministry, Worship Ministry, Youth & Children's Ministry, and Leadership and Management.

Within the business part of the degree, graduates will specialise in one of the major areas, being either Accounting, Leadership & Management, Human Resource Management, or Marketing.

Pastors and people in various other ministries need to be equipped with important business knowledge and skills, including an understanding of the changing legal and taxation environment, and best practice governance principles. General skills in communication and problem solving are developed alongside the specialist knowledge areas to be able to contribute to the wider community, as well as Christian and Not-for-Profit organizations.

Graduates may find employment in churches, community organizations, service industries, commercial business or NFP organisations. These skills are well suited to those aspiring to gain professional expertise and start a career as a minister, youth pastor, church planter, marketing assistant, product analyst, administrative assistant, human resources officer or management trainee. Graduates may also elect to be self-employed and run their own business or start their own churches. In any case, Alphacrucis BBus/BMin combined degree graduates will be ready to be innovators in the church and business.

4. Course Learning Outcomes

Course name:	Bachelor of Business / Bachelor of Ministry	
Delivery site(s):	All campuses, third parties and online	
Delivery mode(s):	Blended delivery, involving: face-to-face lectures and tutorials; moderated online discussion groups, and use of other E-learning resources, including workplace simulations	
AQF specification	Level 7	Learning outcomes
Knowledge	<p>Graduates of a Bachelor Degree will have a broad and coherent body of knowledge, with depth in the underlying principles and concepts in one or more disciplines as a basis for independent lifelong learning</p>	<p>Demonstrate</p> <ul style="list-style-type: none"> • a broad knowledge of business theory, as well as business principles and practices, • a deep knowledge of Christian history, doctrine and tradition as a foundation for ministry, with depth in the areas of either. • a depth of knowledge in areas of: (1) Accounting; Leadership and Management; Human Resource Management; or Marketing; and (2) Pastoral Ministry; Youth and Children’s Ministries; Worship Studies; or Cross-Cultural Ministry.
Skills	<ul style="list-style-type: none"> • Cognitive skills to review critically, analyze, consolidate and synthesize knowledge • Cognitive and technical skills to demonstrate a broad understanding of knowledge with depth in some areas • Cognitive and creative skills to exercise critical thinking and judgement in identifying and solving problems with intellectual independence • Communication skills to present a clear, coherent and independent 	<p>Demonstrate</p> <ul style="list-style-type: none"> • skills to analyse, synthesise, and apply knowledge of business theory, principles and practices; • skills to analyse and interpret the biblical text, using sound hermeneutical methods, as a core document of the Christian faith with consideration for the contemporary application of the text; • skills to understand and communicate a Christian worldview, with particular emphasis on the role of the gospel in providing an ethical framework for business practice; • cognitive and technical skills required for professional activity,

	<p>exposition of knowledge and ideas</p>	<p>with depth in two areas of either Accounting; Leadership and Management; Human Resource Management; or Marketing; Pastoral Ministry; Youth and Children’s Ministries; Worship Studies; or Cross-Cultural Ministry;</p> <ul style="list-style-type: none"> • ability to identify issues and to provide creative solutions, by integrating their Christian worldview with business acumen, to complex issues; • skills in critical thinking and self-directed research, using a range of sources and methods; • communication skills to present theories, ideas and arguments to specialist and non-specialist audiences using appropriately selected communication methods;
<p>Application of knowledge and skills</p>	<p>Demonstrated:</p> <ul style="list-style-type: none"> • With initiative and judgement in planning, problem solving and decision making in professional practice and/or scholarship • To adapt knowledge and skills in diverse contexts • With responsibility and accountability for own learning and professional practice and with collaboration with others within broad parameters 	<p>Demonstrate:</p> <ul style="list-style-type: none"> • ability to discuss and analyse contemporaneous topics, issues and challenges impacting on business and ministry in Australian and international contexts, and create solutions to these challenges; • breadth and complexity of professional ministry skills pertinent to engagement with congregational communities. This includes the ability to apply knowledge and skills to new and diverse contexts; • ability to collaborate with the broader community of Christian ministers and community leaders to provide appropriate collegial support; • self-reflection and evaluation of own performance for the purpose of vocational development.

5. Course Structure:

Title of the course of study:	Bachelor of Business/Bachelor of Ministry	
AQF Level:	7	
Structure of the course of study:	<p>The course is based on eight semesters (each of 12 weeks duration, plus an exam week), with four subjects taught in each semester. It comprises:</p> <ul style="list-style-type: none"> • 13 compulsory common first year core subjects • Two Majors of 8 subjects each (specialisation). • 3 electives <p>To qualify for award of the degree of Bachelor of Business/Bachelor of Ministry a candidate shall accrue an aggregate of at least 320 credit points, including satisfactory completion of the core subjects noted below.</p>	
Content of the course of study		Credit points
Core subjects	<p><u>Sample course progression:</u></p> <p>First semester RES101 Introduction to Academic Writing and Research THE101 Christian Worldview BUS101 Business Law BUS201 Business Statistics</p> <p>Second Semester MAN101 Introduction to Management BUS102 Economics ACC101 Accounting for Decision Making THE201 Christian Ethics</p> <p>Third Semester HIS101 History of Christianity BIB102 Introduction to the Old Testament</p> <p>Fourth semester MIN102 Christian Spirituality MIN202 Communicating the Christian Faith BIB103 Introduction to the New Testament</p>	10 x 13
Specialisation from Business or Ministry (students must complete 2 specialisations overall)	<p>ACCOUNTING</p> <p>LEA201 Leadership Principles EXP201 Professional Practice ACC201 Accounting and Financial Management ACC202 Financial Reporting ACC210 Management Accounting ACC301 Accounting for Groups ACC311 Accounting Theory and Current Issues ACC320 Audit and Assurance</p>	<p>10 10 10 10 10 10 10 10</p>
Specialisation from Business	<p>LEADERSHIP & MANAGEMENT</p> <p>LEA201 Leadership Principles EXP201 Professional Practice MKT101 Foundations of Marketing</p>	<p>10 10 10</p>

	MAN201 Organisational Behaviour BUS202 Financial Decision Making MAN311 Strategic Management LEA301 Advanced Leadership LEA311 Creativity and Entrepreneurship	10 10 10 10 10
Specialisation from Business	MARKETING LEA201 Leadership Principles EXP201 Professional Practice MKT101 Foundations of Marketing MKT201 Sales Management MKT251 Marketing Communication MKT202 Consumer Behaviour MKT301 Market Research MKT351 International Marketing	10 10 10 10 10 10 10 10
Specialisation from Business	HUMAN RESOURCE MANAGEMENT LEA201 Leadership Principles EXP201 Professional Practice HRM201 Fundamentals of Human Resource Management HRM202 Human Resource Planning & Development HRM203 Management of Workplace Health and Safety HRM302 Performance Management HRM351 Industrial Relations MAN311 Strategic Management	10 10 10 10 10 10 10 10
Specialisation from Ministry	PASTORAL MINISTRY MIN101 Introduction to Pastoral Ministry LEA201 Leadership Principles (200 level) MIN201 Pastoral Administration and Management (200 level) One of the following 200 level subjects: <ul style="list-style-type: none"> • MIN203 Preaching • MIN204 Healing Ministry • MIN205 Church and Society EXP201 Professional Practice (200 level) Two of the following 300 level subjects: <ul style="list-style-type: none"> • EXP301 Advanced Professional Practice (300 level) • MIN302 Discipleship • MIN304 Church Planting • MIN305 Relationships • MIN306 Advanced Pastoral Ministry One 300 level subject from MIN, MIS or LEA subjects	10 10 10 10 10 10 10 10
Specialisation from Ministry	WORSHIP MINISTRY WOR101 Introduction to Worship Ministry (100 level) MIN101 Introduction to Pastoral Ministry (100 level) LEA201 Leadership Principles (200 level) WOR205 Worship, Arts and Church History (200 level) WOR235 Ensemble (200 level) EXP201 Professional Practice (200 level) WOR307 Technology and Worship Ministry (200 level) WOR310 Worship in Contemporary Context (300 level)	10 10 10 10 10 10 10 10

Specialisation from Ministry	<p>CROSS-CULTURAL MINISTRY</p> <p>CCM101 Introduction to Cross Cultural Ministry (100 level) 10</p> <p>Four of the following 200 level subjects: 10</p> <ul style="list-style-type: none"> • CCM221 Preparing for Cross Cultural Field Ministry (200 level) 10 • CCM222 Personal and Professional Skills for Cross Cultural Ministry (200 level) 10 • CCM223 Methods and Strategies for Cross Cultural Ministry (200 level) 10 • EXP201 Professional Practice (200 level) • HIS208 History of Christian Expansion (200 level) <p>Three of the following 300 level subjects: 10</p> <ul style="list-style-type: none"> • CCM304 World Religions (300 level) 10 • CCM305 Exploring Islam (300 level) 10 • CCM306 Integrated Seminar in Cross Cultural Ministry (300 level) • CCM321 Cross Cultural Ministry Field Study • EXP301 Advanced Professional Practice (300 level) 	
Specialisation from Ministry	<p>YOUTH AND CHILDREN'S MINISTRIES</p> <p>MIN101 Introduction to Pastoral Ministry 10</p> <p>Either MIN220 Youth Ministry, or MIN221 Children's Ministry 10</p> <p>MIN225 Childhood and Adolescent Development 10</p> <p>One of the following 200 level subjects: 10</p> <ul style="list-style-type: none"> • MIN203 Preaching • MIN204 Healing Ministry • MIN205 Church and Society <p>EXP201 Professional Practice I (200 level) 10</p> <p>One of the following 300 level subjects: 10</p> <ul style="list-style-type: none"> • EXP301 Advanced Professional Practice (300 level) • MIN305 Relationships <p>MIN326 Advanced Children's and Youth Ministry 10</p> <p>One 300 level subject from MIN, MIS or LEA subjects 10</p>	
Elective subjects	<p>3 subjects taken from an accredited Level 7 subjects offered by the College, including subjects not taken from other specialisations, and:</p> <p>ACC212 Accounting Information Systems</p> <p>ACC302 Financial Statement Analysis</p> <p>ACC305 Accountability, Social Responsibility and Sustainability</p> <p>ACC310 Advanced Management Accounting</p> <p>BUS120 Business Information Systems*</p> <p>BUS202 Financial Decision Making*</p> <p>BUS203 Financial Integrity Systems</p> <p>BUS250 Corporations Law*</p> <p>BUS260 Business Finance*</p> <p>BUS303 Not-for-Profit Governance, Law and Taxation</p> <p>BUS350 Taxation Law*</p> <p>CCM201 Cross Cultural Communication</p> <p>CCM202 Anthropology in Christian Ministry</p>	3 x 10

	<p>CCM203 Ministry in Animistic Contexts</p> <p>EXP301 Advanced Professional Practice</p> <p>HIS210 Pentecostal and Charismatic Christianity</p> <p>HIS301 Australian Christian History</p> <p>HRM216 Volunteer Management</p> <p>LEA220 Developing Women Leaders</p> <p>LEA302 Strategic Thinking & Planning</p> <p>LEA303 Strategic Challenges, Innovation & Change</p> <p>MAN351 International Management</p> <p>MIN230 Women and Christian Ministry</p>
	<p>MKT206 Strategic Marketing for Not-for-Profit Organisations</p> <p>SOC201 Theology of Social Justice</p> <p>SOC202 Global Poverty</p> <p>SOC301 Public Theology and Political Engagement</p> <p>SOC302 Social Entrepreneurship</p> <p>* These five electives will need to be completed by any student wishing to gain entry to the professional bodies (CPA Australia or CA Australia and New Zealand) as well as gaining a major in accounting in this degree. Please Note: To achieve professional accounting association entry, it may require students to exceed the 320 credit point for the degree by two to four subjects depending on which ministry major they choose.</p>
Rules of progression	Maximum of 10 subjects (100 credit points) at 100 level, and at least eight subjects (80 credit points) at 300 level
Other protocols of the course	Students must complete at least 2 subjects (20 credit points) in Professional Experience (EXP).
Pre-requisites for specific subjects	Pre-requisites are noted on the subject outline. Students must have completed the pre-requisite to enrol in the subject.

6. Subject Outlines

Bachelor of Business Units	
Subject Code	Subject Name
ACC101	Accounting for Decision Making
ACC201	Accounting and Financial Management
ACC202	Financial Reporting
ACC210	Management Accounting
ACC212	Accounting Information Systems
ACC301	Accounting for Groups
ACC302	Financial Statement Analysis
ACC305	Accountability, Social Responsibility and Sustainability
ACC310	Advanced Management Accounting
ACC311	Accounting Theory and Current Issues
ACC320	Audit and Assurance
BUS101	Business Law
BUS102	<u>Economics</u>
BUS120	Business Information Systems
BUS201	<u>Business Statistics</u>
BUS202	<u>Financial Decision Making</u>
BUS203	<u>Financial Integrity Systems</u>
BUS250	Corporations Law
BUS260	Business Finance
BUS303	<u>Not-for-Profit Governance, Law and Taxation</u>
BUS350	Taxation Law
EXP201	<u>Professional Practice</u>
EXP301	<u>Advanced Professional Practice</u>
HRM201	<u>Fundamentals of Human Resource Management</u>
HRM202	<u>Human Resource Planning & Development</u>
HRM203	<u>Management of Workplace Health and Safety</u>
HRM216	<u>Volunteer Management</u>
HRM302	<u>Performance Management</u>
HRM351	<u>Industrial Relations</u>
LEA201	<u>Leadership Principles</u>
LEA220	<u>Developing Women Leaders</u>
LEA301	<u>Advanced Leadership</u>
LEA302	<u>Strategic Thinking & Planning</u>
LEA303	<u>Strategic Challenges, Innovation & Change</u>
LEA311	<u>Creativity and Entrepreneurship</u>
MAN101	<u>Introduction to Management</u>
MAN201	<u>Organisational Behaviour</u>
MAN311	<u>Strategic Management</u>
MAN351	<u>International Management</u>
MKT101	<u>Foundations of Marketing</u>
MKT201	<u>Sales Management</u>
MKT202	<u>Consumer Behaviour</u>
MKT206	<u>Strategic Marketing for Not-for-Profit Organisations</u>
MKT251	<u>Marketing Communication</u>

Bachelor of Business Units	
Subject Code	Subject Name
MKT301	<u>Market Research</u>
MKT351	<u>International Marketing</u>
RES101	<u>Introduction to Academic Writing and Research</u>
SOC201	<u>Theology of Social Justice</u>
SOC202	<u>Global Poverty</u>
SOC301	<u>Public Theology And Political Engagement</u>
SOC302	<u>Social Entrepreneurship</u>
THE101	<u>Christian Worldview</u>
THE201	<u>Christian Ethics</u>
XXX390	<u>Independent Guided Study</u>
XXX391	<u>Research Project</u>
XXX392	<u>Advanced Seminar</u>