

Business Management

Degree Type

Associate of Applied Science

Program Description

The Associate of Applied Science degree in Business Management develops leaders at various levels for business, industry, and public service organizations. The thrust of the program is to meet management training needs of organizations and to develop entrepreneurs. Therefore, the program is continually reviewed and developed in partnership with the business/industry community. The program is organized around four educational themes, which address the need for well-prepared, confident, and technically competent people who can assume leadership roles in entry-level management, and as entrepreneurs.

Career Opportunities

- Office Supervisor
- Bookkeeping, Accounting, and Auditing Clerks
- Customer Service Representative
- Production, Planning and Expediting Clerks
- Administrator
- Employment Interviewer
- Assistant Manager
- Retail Manager
- Small Business Owner and Operator
- Technical Sales Representative
- Personnel/Human Resources Manager

Program Objectives

Upon completion of the program, the student will be able to:

1. Demonstrate knowledge of basic business management and leadership principles.
2. Collect and critically analyze data and information to be applied to business scenarios.
3. Demonstrate the ability to solve complex business problems/issues.
4. Present business projects or research findings clearly in reports.

Obtaining the Degree

To earn the Associate of Applied Science degree, students must:

- Matriculate into the program.
- Satisfactorily complete all degree requirements, including General Education and Major Requirements.

General Education Requirements

Course Code	Title	Credits
FYE 101	First Year Experience	1
COM 101	Public Speaking	3
CIT 100	Microcomputer Applications	3
ENG 110	English Composition I**	3
BUS 130	Personal Consumer Finance	3
MAT 110	Business Mathematics	3
	Elective - Cultural Awareness and Diverse Perspectives	3
	Elective - Science 3 or 4 Credits	3-4

Major Requirements

Course Code	Title	Credits
ACC 150	Accounting Principles I	3
ACC 175	Accounting Principles II	3
BUS 110	Introduction to Business	3
BUS 210	Business Law	3
BUS 206	Operations Management and Process Improvement	3
BUS 125	Management Principles	3
BUS 220	Small Business Management	3
BUS 165	Human Resource Management	3
BUS 230	Principles of Marketing	3
BUS 240	Labor Management Relations	3
	ECO 100 or ECO 110	3
ENG 220	Business Letter and Report Writing	3
	BUS 225 or BUS 235	3
	BUS 298 or Elective - Social Science	3

Science Electives

Students may select a course from this list to fulfill the 3 or 4 credit requirement for a science elective.

Course Code	Title	Credits
AST 100	Introduction to Astronomy	3
BIO 102	Life Science	3
	BIO 104 and BIO 114	4
CHM 115	Chemistry for Health Professions	4
CHM 120	General Chemistry I	4
	GLG 102 and GLG 103	4
ENV 110	Introductory Environmental Science	3
HSC 130	Basic Anatomy and Physiology	3
	PHY 102 and PHY 103	4
	PHY 110 and PHY 111	4

Social Science Electives

Course Code	Title	Credits
ANT 100	Introduction to Cultural Anthropology**	3
CIV 100	Western Civilization: Ancient through Renaissance**	3
CIV 110	Western Civilization: Renaissance to Present**	3
CIV 200	Ancient Rome and the Barbarians	3
CRJ 110	Introduction to Criminal Justice	3
ECO 100	Macroeconomics	3
ECO 110	Microeconomics	3
GEO 100	Introduction to Geography	3
GOV 100	Introduction to American National Government**	3
GOV 210	Current Events and Contemporary Issues	3
HIS 100	U.S. History I: Discovery through Reconstruction**	3
HIS 110	U.S. History II: Reconstruction to Present**	3
HIS 200	American Immigration	3
HIS 205	American Popular Culture	3
HIS 210	The Civil War and Reconstruction	3
HIS 250	World War II through Film	3
PSY 100	General Psychology**	3
PSY 130	Human Development Across the Lifespan	3
PSY 200	Abnormal Psychology	3
PSY 215	Death and Dying	3
SOC 100	Introduction to Sociology**	3
SOC 125	Drugs in Society	3
SOC 135	Families in Society	3
SOC 200	Contemporary Social Issues	3
SOC 205	Race, Class, and Gender in Society	3

Cultural Awareness & Diverse Perspectives Electives

Students must select one course to meet the Cultural Awareness and Diverse Perspectives requirement. The selected course may not meet any other program or general education requirement.

Course Code	Title	Credits
ANT 100	Introduction to Cultural Anthropology**	3
BEH 101	Behavioral Science Exploration	1
CIV 100	Western Civilization: Ancient through Renaissance**	3
CIV 110	Western Civilization: Renaissance to Present**	3
GEO 100	Introduction to Geography	3
HIS 200	American Immigration	3
PSY 215	Death and Dying	3
SOC 100	Introduction to Sociology**	3
SOC 200	Contemporary Social Issues	3
SOC 205	Race, Class, and Gender in Society	3
Total Credits		63-65

Course Sequencing

Fall 1

Course Code	Title	Credits
ACC 150	Accounting Principles I	3
FYE 101	First Year Experience	1
BUS 110	Introduction to Business	3
CIT 100	Microcomputer Applications	3
ENG 110	English Composition I**	3
MAT 110	Business Mathematics	3

Spring 1

Course Code	Title	Credits
ACC 175	Accounting Principles II	3
BUS 125	Management Principles	3
BUS 220	Small Business Management	3
ENG 220	Business Letter and Report Writing	3
BUS 210	Business Law	3

Fall 2

Course Code	Title	Credits
BUS 206	Operations Management and Process Improvement	3
	BUS 225 or BUS 235	3
	Elective - Science 3 or 4 Credits	3-4
BUS 240	Labor Management Relations	3
BUS 130	Personal Consumer Finance	3
	Elective - Cultural Awareness and Diverse Perspectives	3

Spring 2

Course Code	Title	Credits
BUS 165	Human Resource Management	3
BUS 230	Principles of Marketing	3
COM 101	Public Speaking	3
	ECO 100 or ECO 110	3
	BUS 298 or Elective - Social Science	3