*Business Division*

# BUSINESS MANAGEMENT

The Business Management Program is intended to provide students with a broad background in the field of management. Students completing this program will be qualified to accept entry-level positions in a variety of profit and non-profit organizations.

Students who plan to transfer to a four-year college should choose electives which conform to the curricular patterns of the college in which they plan to enroll after receiving the associate in science degree.

*General Education Core course listings and definitions appear on pages 53-54. Placement testing will determine the sequencing of courses. Additional courses may be required.*

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| **Competency or Program Requirement** | **Course Number and Title** | Required Credits |
| Aesthetic Dimensions/Written  Communication | Choose any Aesthetic Dimensions/  Written Communication listed | 3 |
| Continuing Learning and Information  Literacy/Ethics | CSA\*H105 Introduction to Software Applications or  CSC\*H101 Introduction to Computers | 3 |
| Critical Analysis and Logical Thinking/  Written Communication | ENG\*H101 Composition | 3 |
| Historical Knowledge | BBG\*H231 Business Law I | 3 |
| Oral Communication | Choose any Oral Communication listed | 3 |
| Quantitative Reasoning | MAT\*H167 Principles of Statistics or MAT\*H172 College Algebra | 3 |
| Scientific Knowledge◊ | Choose any Scientific Knowledge listed | 3-4 |
| Scientific Reasoning◊ | Choose any Scientific Reasoning listed | 3-4 |
| Social Phenomena | ECN\*H101 Principles of Macroeconomics | 3 |
| Written Communication | Choose any listed - Prefer ENG\*H102  Literature and Composition or  ENG\*H200 Advanced Composition | 3 |
| Program Requirements | ACC\*H113 Principles of Financial Accounting | 3 |
| ACC\*H117 Principles of Managerial Accounting | 3 |
| BBG\*H101 Introduction to Business | 3 |
| BBG\*H232 Business Law II | 3 |
| BMG\*H202 Principles of Management | 3 |
| BMG\*H105 Supervision and Organizational Behavior | 3 |
| BMG\*H220 Human Resource Management | 3 |
| BBG\*H210 Business Communications | 3 |
| ECN\*H102 Microeconomics | 3 |
| Program Elective1 | 3 |

## Total Credits: 61-62

*Any given course may only be used to satisfy one of the competency areas even if it is listed under more than one.*

1Choose one of the following

BMK\*H220 Sales

BMK\*H201 Principles of Marketing

BMK\*H207 Consumer Behavior

BBG\*H295 Management Cooperative Work Experience

BFN\*H201 Principles of Finance

BFN\*H203 Investment Principles

BFN\*H126 Principles of Insurance

CSA\*H105 Introduction to Software Applications

◊ At least one Scientific Knowledge and Understanding OR Scientific Reasoning course must have a lab component.

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| ***Program Outcomes*** |

*Upon successful completion of all program requirements, graduates will be able to:*

1. Demonstrate basic knowledge of management, human resources, and organizational development in an entry-level management position.
2. Identify the skills needed to organize thoughts and ideas and demonstrate the ability to communicate, verbally and in writing, in a manner that can be easily understood in the business environment.
3. Solve math problems related to various aspects of management including accounting, finance and operations.
4. Understand and practice the various functions of management as well as the nature and responsibilities of a manager.
5. Develop an understanding of the decision-making process and demonstrate effective decision-making.
6. Demonstrate an ability to define management problems, examine alternatives and decide on the best course of action, and submit these in writing to higher management.
7. Develop a personal philosophy of management, enabling him/her to perform as a manager, staff specialist or as a subordinate.
8. Develop an understanding of the nature of change and how to adapt to the accelerating, global environment.
9. Demonstrate a knowledge and use of technological innovations as they apply to management.
10. Develop an ability to interpret management information from various sources such as financial statements, annual reports, and publications.
11. Demonstrate an understanding of the competitive pressures brought by effectiveness, efficiency and innovation issues on organizations.
12. Demonstrate a responsible attitude in relationships with employers, fellow employees, working groups, and the macro environment.