

MANAGEMENT
AAS DEGREE

The **Management degree** prepares students for management and supervisory careers in business and industry. Graduates may enter lower- to middle-management positions directly from college or may elect to establish their own businesses. Employment opportunities include positions as production managers or supervisors. This degree requires a minimum of 64 credits in program requirements, program electives and general education.

Field of Study Code: MANAG.AAS
Program Requirements 37

Manag 2210	Principles of Management	3
Manag 2220	Organizational Behavior	3
Manag 2240	Human Resource Management	3
Manag 2295	Strategic Management	3
Accou 2140	Financial Accounting	4
Busin 1100	Introduction to Business	3
Buslw 2205	Legal Environment of Business	3

OR

Buslw 2211	Business Law I	3
Cis 1150	Introduction to Computer Information Systems.....	3

OR

Ofti 1200	MS Office for Professional Staff	3
Cis 1221	Introduction to Spreadsheets	3
Marke 2210	Principles of Marketing	3
Econo 2201	Macroeconomics and the Global Economy....	3

OR

Psych 1100	General Psychology	3
Philo 1114	Business Ethics	3

Program Electives 14 to 15

Select 14 to 15 credits from Management, Marketing of Business disciplines. One of the following courses may also be used:

Accou 2150	Managerial Accounting
Cis 1222	Advanced Spreadsheet
Socio 1205	Introduction to Data Science

General Education 13 to 15

(In addition to the courses listed above.)

Total Credits Required 64 to 67
CERTIFICATE

The Management certificate offers students the opportunity to study the managerial process and gain valuable skills in coordinating and overseeing the work of organizational resources so that the goals of the firm can be accomplished. The **Management certificate** requires 25 credits in the courses listed below.

Field of Study Code: MANAG.CER
Total Credits Required 25

Manag 2210	Principles of Management	3
Manag 2220	Organizational Behavior.....	3
Manag 2240	Human Resource Management	3
Marke 2210	Principles of Marketing	3
Accou 2140	Financial Accounting	4
Busin 1100	Introduction to Business	3
Buslw 2205	Legal Environment of Business	3

OR

Buslw 2211	Business Law I	3
Cis 1150	Introduction to Computer Information Systems	3

OR

Ofti 1200	MS Office for Professional Staff	3
-----------	--	---

CERTIFICATE

The **Business Environment and Concepts certificate** is designed for CPA Examination candidates who have a non-business baccalaureate degree. This certificate satisfies the Business Ethics, Business Communications, and Business hours required to sit for the CPA Exam. This certificate requires 24 credits in program requirements.

Field of Study Code: MANAG.CER.BEC
Total Credits Required 24

Busin 1100	Introduction to Business	3
Busin 2210	Principles of Finance	3
Econo 2201	Macroeconomics and the Global Economy ...	3
Econo 2202	Microeconomics and the Global Economy	3
Philo 1114	Business Ethics	3
Buslw 2211	Business Law I	3
Buslw 2212	Business Law II	3
Engli 1105	Writing for the Workplace	3

OR

Engli 1110	Technical Writing	3
------------	-------------------------	---

OR

Speec 1150	Introduction to Business Communication	3
------------	--	---

CERTIFICATE

The **E-Commerce certificate** requires 15 credits in the courses listed below.

Field of Study Code: MANAG.CER.ECOM

Total Credits Required 15

Program Requirements 12

Busin 1100 Introduction to Business 3

OR

Manag1100 Supervision..... 3

OR

Marke 1100 Consumer Marketing..... 3

Busin 1170 Electronic Business/Commerce..... 3

Marke 1175 Customer Relationship Management 3

Marke 2270 Internet and Social Media Marketing 3

Program Electives 3

Select one of the following courses from the list below. (In addition to the courses listed above.)

Cis 1300 Web Design Software..... 3

Cis 1310 HTML and CSS 3

Manag2170 Project Management 3

Marke 1171 Database Marketing 3

CERTIFICATE

The **Entrepreneurship certificate** requires a minimum of 12 credits in the courses listed below.

Field of Study Code: MANAG.CER.ENTR

Total Credits Required 12 to 13

Program Requirements 9 to 10

Accou 1110 Accounting Procedures 3

OR

Accou 2140 Financial Accounting 4

Busin 1161 Entrepreneurship 3

Busin 2200 Business Budgeting 3

Program Electives 3

Select one of the following courses from the list below. (In addition to the courses listed above.)

Busin 1111 Customer Service 3

Buslw 2211 Business Law I 3

Manag1100 Supervision..... 3

Manag2210 Principles of Management 3

Manag2230 Purchasing..... 3

Manag2240 Human Resource Management 3

Marke 1100 Consumer Marketing..... 3

Marke 2210 Principles of Marketing 3

Marke 2220 Principles of Selling 3

Marke 2230 Principles of Retail..... 3

Marke 2270 Internet and Social Media Marketing 3

CERTIFICATE

The **Organizational Leadership certificate** requires 12 credits in the courses listed below.

Field of Study Code: MANAG.CER.ORG

Total Credits Required 12

Manag2210 Principles of Management 3

Manag2215 Leadership..... 3

Manag2220 Organizational Behavior..... 3

Manag2240 Human Resource Management 3

CERTIFICATE

The **Human Resource Management (HRM) certificate** is designed to provide entry-level human resource generalist and specialist content and competency development for Human Resource positions within small, medium, and large-size human resource departments and/or in an employment role as a human resource department of one. The courses and certificate may also be completed by a current HRM employee seeking advancement or refresher training in an HRM-related content. The HRM Certificate requires 9 credits in program requirements.

Field of Study Code: MANAG.CER.HUMAN

Total Credits Required 9

Manag2240 Human Resource Management 3

Manag2242 Talent Acquisition and Retention 2

Manag2245 Workforce Development and Compensation 2

Manag2248 Strategic Human Resource Management 2

CERTIFICATE

The Supervision certificate is designed to provide individuals in first-line managerial positions with current content in balancing the requirements for high work performance with the diverse needs of the workforce. The **Supervision certificate** requires 12 credits in the courses listed below.

Field of Study Code: MANAG.CER.SPRV

Total Credits Required 12

Manag1100 Supervision..... 3

Manag2220 Organizational Behavior..... 3

Busin 1100 Introduction to Business 3

Cis 1150 Introduction to Computer Information Systems 3

OR

Ofti 1200 MS Office for Professional Staff 3