

# Business Management

## ASSOC OF APPLIED SCIENCE

**Major code:** 2050  
**Department:** Business and Computer Information  
**Chair:** Kilee Saldivar  
**Advising:** Kent L Banner 541-881-5895

### PROGRAM OVERVIEW

This degree prepares students for a wide variety of careers in business management. Entry level positions include management trainee, customer service, retail/wholesale/manufacturing sales representative, and positions in general business.

This degree is designed for students wishing to enter the workforce. It is not designed to transfer to a four-year institution, although some courses are transferable. Students who wish to transfer coursework are strongly encouraged to work closely with their TVCC advisor to develop a transfer plan and to identify and contact an advisor at their chosen transfer institution. A minimum grade point average of 2.0 is needed to graduate with a degree.

### PROGRAM/DISCIPLINE OUTCOMES

Students who complete the Business Management Associate of Applied Science degree program will be prepared to:

- Compose grammatically correct, well-organized written and oral business presentations.
- Apply appropriate mathematical skills for business problem solving.
- Analyze business information presented in a variety of formats such as tables, lists, and figures.
- Listen to and accurately assess responses of customers and coworkers within diverse cultural contexts.
- Utilize applied technology to support business functions.
- Use critical and creative thinking skills to solve business problems.
- Apply ethical and legal business laws and regulations in solving business problems.
- Appraise differences among global economic systems.

### DUAL CREDIT (2+2)

Students will receive credit for Business and Computer Information classes taken in high school as equivalent to college classes provided that the high school classes are listed on a signed articulated on agreement between the specific high school and the college. Credit will be transcribed as equivalent to a parallel community college course.

### WORK BASED LEARNING

Students integrate classroom learning with work-based learning by participating in an internship (Cooperative Work Experience, BA 280) at a supervised work site. Department Chair approval is required. Credits and grades are based on job hours worked, work performance, and completion of learning objectives specified in a learning contract.

### RELATED EDUCATIONAL REQUIREMENTS (17 CREDITS)

All career and technical education degrees and one-year certificates contain required courses in applied communication, computation and human relations. These courses are designed to support student competence and success in the workplace.

Students must have appropriate test scores in writing and math to enter the related courses listed. Students who test below the required level will be required to take preparatory courses. A college advisor will assist students with selecting the appropriate preparatory course or courses

| COURSE # | COURSE TITLE   | CREDITS |
|----------|--|---------|
| -        | COM 111Z - PUBLIC SPEAKING (4 credits) or SP 219 SMALL GROUP DISCUSSION (3 credits)..... | 3       |
| -        | BA 104 BUSINESS MATH.....  | 4       |
| -        | BA 204 TEAMWORK DYNAMICS.....  | 3       |
| -        | BA 214 BUSINESS COMMUNICATION.....   | 3       |
| -        | WR 121 Z COMPOSITION I.....  | 4       |

### REQUIRED COURSES (67 CREDITS)

Courses are listed in suggested sequence.

#### YEAR 1

| COURSE # | COURSE TITLE                                      | CREDITS |
|----------|---|---------|
| -        | BA 101 Z INTRODUCTION TO BUSINESS.....            | 4       |
| -        | BA 131 INTRO TO BUSINESS COMPUTING.....           | 4       |
| -        | BA 169 Z DATA ANALYSIS USING MICROSOFT EXCEL..... | 4       |
| -        | BA 203 INTERNATIONAL BUSINESS.....                | 3       |
| -        | BA 206 PRINCIPLES OF MANAGEMENT.....              | 3       |
| -        | BA 211 Z PRINCIPLES OF FINANCIAL ACCOUNTING.....  | 4       |
| -        | BA 213 PRINCIPLES OF ACCOUNTING III.....          | 4       |
| -        | BA 223 PRINCIPLES OF MARKETING.....               | 3       |
| -        | BA 255 PERSONNEL SUPERVISION.....                 | 3       |

#### YEAR 2

| COURSE # | COURSE TITLE  | CREDITS |
|----------|---|---------|
| -        | BA 280 - COOPERATIVE WORK EXPERIENCE.....   | 2       |
| -        | ECON 201 Z Principles of Economics:Micro or ECON 202 Z Principles of Economics Macro..... | 4       |
| -        | BA 218 PERSONAL FINANCE.....  | 3       |
| -        | BA 226 Z INTRODUCTION TO BUSINESS LAW.....  | 4       |
| -        | BA 227 BUSINESS LAW II.....   | 3       |
| -        | BA 239 PRINCIPLES OF ADVERTISING.....   | 3       |
| -        | BA 243 CONSUMER BEHAVIOR.....   | 3       |
| -        | BA 249 RETAIL MANAGEMENT.....   | 3       |
| -        | BA 250 SMALL BUSINESS MANAGEMENT.....   | 3       |
| -        | BT 221 WORD PROCESSING PROCEDURES I.....  | 3       |
| -        | BT 242 DATABASE APPLICATIONS.....   | 4       |

**Total number of credits..... 90**

### ELECTIVES (6 CREDITS)

Electives may be selected from any lower division college level or Career and Technical course.