

# Business Administration - Management

## Associate of Applied Science Degree

**NOTE: This program is in moratorium and will not be accepting new students.**

This program is designed to meet the diverse needs of 21<sup>st</sup> century managers by providing an in depth analysis of interrelated and multidisciplinary management constructs. It focuses on the development of organizational objectives, implementation of strategic initiatives, budget planning and financial analysis, delegation and empowerment, relationship management, employee supervision, and performance evaluations. It includes development of "soft skills" such as business etiquette, emotional intelligence, social capital, and civic duties.

### Outcomes

### Graduates are prepared to:

- Utilize oral, written, and listening skills to demonstrate an understanding of business practices and theories and effectively interact with others.
- Utilize mathematical concepts and theories to analyze the viability of a business and use those concepts and theories in the decision-making process.
- Incorporate social science theories and constructs from the fields of psychology and sociology into the application of management theories.
- Develop an understanding of societies and cultures and use that understanding to implement business practices reflecting the diversity of customers, employees, and employers.
- Analyze the legal requirements and ethical implications of business decisions and how such decisions affect the business, community, and society.
- Utilize computer hardware and software to effectively manage information.

### Estimated Cost

### Estimated Resident Program Cost\*

Tuition and Fees	\$6,380
Application Fee	\$30
Books/Supplies	\$4,073
Total	\$10,483

\* **Fall 2017 MUS Student Health Insurance Premiums will be changing. Please check the Health Insurance website (<http://students.gfcmsu.edu/insurance.html>) and/or Student Central for confirmed premium rates. Students will be charged an additional fee of \$21 per credit for online/hybrid courses.**

### Program Requirements

Many students need preliminary math and writing courses before enrolling in the program requirements. These courses may increase the total number

of program credits. Students should review their math and writing placement before planning out their full program schedules.

## GFC MSU Additional Graduation Requirement

Course	Title	Credits	Grade/Sem
COLS 103	Becoming a Successful Student +	1	_____
Course	Title	Credits	Grade/Sem
First Year			
Fall			
ACTG 101	Accounting Procedures I **,+	3	_____
BGEN 105	Introduction to Business +	3	_____
CAPP 131	Basic MS Office +	3	_____
M 108	Business Mathematics **,+	4	_____
WRIT 101	College Writing I **,+	3	_____
<b>Credits</b>		<b>16</b>	
Spring			
ACTG 102	Accounting Procedures II **,+	3	_____
ACTG 180	Payroll Accounting **,+	3	_____
BMGT 235	Management **,+	3	_____
COMX 115	Intro to Interpersonal Communc +	3	_____
PSYX 100	Introduction to Psychology +	3	_____
<b>Credits</b>		<b>15</b>	
Second Year			
Fall			
ACTG 201	Principles of Fin Acct **,+	3	_____
BMGT 215	Human Resource Management **,+	3	_____
BMKT 225	Marketing **,+	3	_____
CAPP 156	MS Excel **,+	3	_____
Select one of the following:			
M 105	Contemporary Mathematics **,+	3	_____
M 121	College Algebra **,+	3	_____
<b>Credits</b>		<b>15</b>	
Spring			
ACTG 202	Principles of Mang Acct **,+	3	_____
BGEN 235	Business Law **,+	3	_____
BMGT 277	Principles of Strategic Mgmt **,+	3	_____
CAPP 154	MS Word **,+	3	_____
WRIT 122	Intro to Business Writing **, +	3	_____
<b>Credits</b>		<b>15</b>	
<b>Total Credits</b>		<b>61</b>	

\* Indicates prerequisites needed.

\*\* Placement in course(s) is determined by placement assessment.

+ A grade of C- or above is required for graduation.