

MANAGEMENT

Uvalde, Eagle Pass, and Del Rio Campuses
Limited Course Offerings at Off-Campus Sites

Purpose

A nationwide shortage of qualified management and supervisory personnel is hindering the progress of individual companies and curtailing economic growth at all levels. This program is designed to meet both the needs of people preparing for careers in business management as well as men and women who are already actively engaged in business and industry. It is structured to provide functional management theory that can be applied immediately to the job. The Management program includes studies in basic principles of management, general administration, and related areas. The course of instruction outlined for this program is designed to lead to an Associate of Applied Science (A.A.S.) degree. The program is available to both day and evening students. Management is a Tech Prep program.

Admission Requirements

Students are admitted to the Management program through the regular college admission procedures (*see Admission Regulations section*). Students will receive an A.A.S. degree upon satisfactory completion of the courses below and upon making formal application for graduation (*see Curricula section*).

MANAGEMENT ASSOCIATE OF APPLIED SCIENCE DEGREE

	<u>Credit</u>
General Education Courses:	
Social & Behavioral Sciences	6
Humanities & Fine Arts	3
Natural Science & Math	3
Other	6
Total General Education Courses.....	18
Technical Education Courses.....	40
Basic Use of Computers.....	4
Total Credit Hours for A.A.S.....	62

Program of Study

FIRST YEAR

	<u>Fall Semester</u>	<u>Credit</u>		<u>Spring Semester</u>	<u>Credit</u>
ORIE 0100 π	New Student Orientation		BMGT 1383	Cooperative Education – Business Administration and Management, General	3
or			BMGT 1301	Supervision	3
COLS 0300	College Success Skills		HRPO 2301	Human Resources Management.....	3
ACNT 1403 ¹	Introduction to Accounting I		MATH 1332	Contemporary Mathematics I.....	3
ITSC 1301	Introduction to Computers		ENGL 1301	Composition I.....	3
BCIS 1405	Business Computer Applications	4			
BMGT 1382	Cooperative Education – Business Administration and Management, General	3		Total	15
BMGT 1327	Principles of Management.....	3			
BUSI 1301	Business Principles.....	3			
ACCT 2401	Principles of Accounting I – Financial.....	4			
	Total	17			

SECOND YEAR

	<u>Fall Semester</u>	<u>Credit</u>		<u>Spring Semester</u>	<u>Credit</u>
BMGT 2382	Cooperative Education – Business Administration and Management, General	3	BMGT 2383	Cooperative Education – Business Administration and Management, General	3
ELECTIVE ²	Technical Elective	3	BMGT 2303 ³	Problem Solving and Decision Making	3
BMGT 2311	Management of Change.....	3	ELECTIVE	Humanities and Fine Arts.....	3
ECON 2301	Principles of Macroeconomics.....	3	SPCH 1321	Business and Professional Communication	3
ELECTIVE	Social and Behavioral Sciences.....	3	ELECTIVE ²	Technical Elective	3
	Total	15		Total	15
				Total Credit Hours for A.A.S.....	62

- Notes: 1 Recommended bridging course for students with limited prior experience in accounting. ACNT 1403 does not count toward degree requirements.
- 2 Select from Recommended Courses for Management Technical Electives as listed below.
- 3 Capstone course that consolidates the student's learning experiences.
- π All students are required to take ORIE 0100 or COLS 0300; however, ORIE 0100/COLS 0300 do not count toward degree requirements.

Recommended Courses for Management Technical Electives

Recommended management technical electives may be chosen from the following:

ACCT 2402	Principles of Accounting II – Managerial
BMGT 1307	High Performance Work Teams
BUSG 2309	Small Business Management
ECON 2302	Principles of Microeconomics
MRKG 1311	Principles of Marketing

**INTERNATIONAL MANAGEMENT
ENHANCED SKILLS CERTIFICATE**

Students who have completed the degree plan for Associate of Applied Science – Management including specialties are eligible to pursue the Enhanced Skills Certificate consisting of a fifth semester of college work.

Program of Study

THIRD YEAR

IBUS 1305	Introduction to International Business & Trade	3
IBUS 2345	Import Customs Regulations.....	3
IBUS 1351	Multinational Enterprises and Partnerships	3
BMGT 2309	Leadership	3
Total Credit Hours for Enhanced Skills Certificate		12
Total Credit Hours for A.A.S.....		62
GRAND TOTAL		74

**MANAGEMENT, PUBLIC ADMINISTRATION SPECIALTY
ASSOCIATE OF APPLIED SCIENCE DEGREE**

Students majoring in Management may choose the public administration program specialty that includes a selection of courses covering technical skills within public and private agencies and institutions. The degree earned will be “Associate of Applied Science – Management, Public Administration Specialty”.

General Education Courses:		<u>Credit</u>
Social & Behavioral Sciences	9	
Humanities & Fine Arts	3	
Natural Science & Math	3	
Other	6	
Total General Education Courses.....		21
Technical Education Courses		37
Basic Use of Computers.....		4
Total Credit Hours for A.A.S.....		62

Program of Study

FIRST YEAR

	Fall Semester	<u>Credit</u>		Spring Semester	<u>Credit</u>
ORIE 0100π or COLS 0300 ACNT 1403 ¹	New Student Orientation College Success Skills Introduction to Accounting I		PBAD 1341 BMGT 1383	Governmental Agencies Cooperative Education – Business Administration and Management, General	3 3 3
PBAD 1321 BMGT 1327 BUSI 1301 BCIS 1405 ACCT 2401	Public Administration..... Principles of Management..... Business Principles..... Business Computer Applications	3 3 3 4	BMGT 1301 HRPO 2301 ENGL 1301	Supervision	3 3 3
	Principles of Accounting I – Financial	4		Total	15
	Total	17			

SECOND YEAR

	Fall Semester	<u>Credit</u>		Spring Semester	<u>Credit</u>
ELECTIVE ²	Technical Elective	3		BMGT 2303 ³ Problem Solving and Decision Making	3
BMGT 2382	Cooperative Education – Business Administration and Management, General	3		BMGT 2383 Cooperative Education – Business Administration and Management, General	3
GOVT 2301	American Government I.....	3		GOVT 2302 American Government II	3
ECON 2301	Principles of Macroeconomics	3		ELECTIVE Humanities and Fine Arts.....	3
MATH 1332	Contemporary Mathematics I.....	3		SPCH 1321 Business and Professional Communication	3
	Total	15		Total	15
				Total Credit Hours for A.A.S.	62

- Notes: 1 Required for students who have not taken high school accounting. ACNT 1403 does not count toward degree requirements.
 2 Select from Recommended Courses for Public Administration Specialty Technical Elective as listed below.
 3 Capstone course that consolidates the student's learning experiences.
 π All students are required to take ORIE 0100 or COLS 0300; however, ORIE 0100/COLS 0300 do not count toward degree requirements.

Recommended Courses for Management, Public Administration Specialty Technical Elective

ACCT 2402	Principles of Accounting II – Managerial
PBAD 2335	Ethics in the Public Sector
PBAD 2305	Public Sector Management

Cooperative Course Work Location

At least two of the three cooperative courses including BMGT 2383 must involve work in an approved public or private agency or institution.

