

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 Local Articulation 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 | 3 |
| Humanities & Fine Arts | 3 |
| Natural Science & Math | 3 |
| Other | 6 |
| Total General Education Courses | 15 |
| Technical Education Courses | 42 |
| Basic Use of Computers | 3 |
| Total Credit Hours for A.A.S. | 60 |

Program of Study

FIRST YEAR

| | <u>Fall Semester</u> | <u>Credit</u> | <u>Spring Semester</u> | <u>Credit</u> |
|------------------------|---|---------------|------------------------|--|
| ORIE 0100< | New Student Orientation | | BMGT 1383 | Cooperative Education – Business Administration and Management, General..... 3 |
| or | | | BMGT 1301 | Supervision |
| COLS 0300 | College Success Skills | | HRPO 2301 | Human Resources Management |
| ACNT 1403 ¹ | Introduction to Accounting I | | MATH 1332 | Contemporary Mathematics I |
| ITSC 1301 | Introduction to Computers | | ENGL 1301 | Composition I |
| BCIS 1305 | Business Computer Applications | | | Total |
| or | | | | 15 |
| COSC 1301 | Microcomputer Applications | 3 | | |
| BMGT 1382 | Cooperative Education – Business Administration and Management, General | 3 | | |
| BMGT 1327 | Principles of Management | 3 | | |
| BUSI 1301 | Business Principles..... | 3 | | |
| ACCT 2401 | Principles of Accounting I – Financial..... | 4 | | |
| | Total | 16 | | |

SECOND YEAR

| | Fall Semester | <u>Credit</u> | | Spring Semester | <u>Credit</u> |
|-----------------------|---|---------------|------------------------|--|---------------|
| BMGT 2482 | Cooperative Education – Business Administration and Management, General | 4 | BMGT 2483 | Cooperative Education – Business Administration and Management, General..... | 4 |
| 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 |
| | Total | 13 | ELECTIVE ² | Technical Elective | 3 |
| | | | | Total | 16 |
| | | | | Total Credit Hours for A.A.S. | 60 |

- 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.
 < All students are required to take ORIE 0100 or COLS 0300; however, ORIE 0100/COLS 0300 do not count toward degree requirements.
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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 | Team Building |
| BUSG 2309 | Small Business Management/Entrepreneurship |
| 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. | 60 |
| | GRAND TOTAL | 72 |

**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”.

| | <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 | 36 |
| Basic Use of Computers | 3 |
| Total Credit Hours for A.A.S. | 60 |

Program of Study

FIRST YEAR

| Fall Semester | <u>Credit</u> | Spring Semester | <u>Credit</u> |
|---|---------------|---|---------------|
| ORIE 0100< New Student Orientation | | PBAD 1341 Governmental Agencies | 3 |
| or | | BMGT 1383 Cooperative Education – Business | |
| COLS 0300 College Success Skills | | Administration and Management, General..... | 3 |
| ACNT 1403 ¹ Introduction to Accounting I | | BMGT 1301 Supervision | 3 |
| | | HRPO 2301 Human Resources Management..... | 3 |
| PBAD 1321 Public Administration..... | 3 | ENGL 1301 Composition I | 3 |
| BMGT 1327 Principles of Management..... | 3 | | |
| BUSI 1301 Business Principles..... | 3 | Total | 15 |
| BCIS 1305 Business Computer Applications | | | |
| or | | | |
| COSC 1301 Microcomputer Applications..... | 3 | | |
| ACCT 2401 Principles of Accounting 1 – Financial..... | 4 | | |
| Total | 16 | | |

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 2482 Cooperative Education – Business | | BMGT 2483 Cooperative Education – Business | |
| Administration and Management, General | 4 | Administration and Management, General..... | 4 |
| GOVT 2305 Federal Government (Federal Constitution | | ELECTIVE Humanities and Fine Arts | 3 |
| and Topics) | 3 | SPCH 1321 Business and Professional | |
| ECON 2301 Principles of Macroeconomics | 3 | Communication..... | 3 |
| MATH 1332 Contemporary Mathematics I..... | 3 | Total | 13 |
| Total | 16 | Total Credit Hours for A.A.S. | 60 |

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.
 < All students are required to take ORIE 0100 or COLS 0300; however, ORIE 0100/COLS 0300 do not count toward degree requirements.