

# BUSINESS MANAGEMENT, ASSOCIATE IN SCIENCE

The Associate of Science in Business Management enables students to become effective managers of business situations, projects, and personnel. The curriculum will provide the necessary skills to contribute to the company's bottom line. A variety of courses will provide a foundation of general management theory and practice, accounting, introduction to business and economics, and communications.

The purpose of the Associate of Science in Business Management is to prepare non-transfer students for entry-level supervisory positions and/or provide knowledge and skill as a foundation for business ownership.

Course ID	Title	Units/ Hours
<b>Required Core Courses</b>		
ACCT V03	Introduction to Accounting	3
BUS V17	Computer Applications	3
BUS V30	Introduction to Business	3
BUS V31	Organization and Management	3
BUS V45	Business Communications	3
<b>Required Core Units</b>		<b>15</b>
<b>Required Additional Courses</b>		
List A: Select one of the following courses:		
BUS V32	Human Resource Management	3
BUS V33	Business Law	3
List B: Select one of the following courses:		
BUS/CD V38	Small Business Management	3
BUS V43		3
BUS V44	Business English	3
BUS V46	Marketing	3
<b>Required Additional Units</b>		<b>6</b>
<b>Total Major Units</b>		<b>21</b>
<b>VCCCD General Education Pattern</b>		
Required Major Units		21
VC General Education Units		29
Double-Counted Units		(6)
Elective Units		16
<b>Total Units</b>		<b>60</b>

## Recommended Courses

In addition to the required courses listed above, it is recommended that students who seek to obtain additional insight into the field of Business Management consider taking the following course: ECON V01A Principles of Macroeconomics (Units: 3). Although this supplemental course may be of value to the student, please note that it does NOT satisfy the requirements for this degree.

This Plan of Study applies to the VCCCD General Education Pattern and illustrates one sequence of courses to meet the Business Management, AS degree requirements in two years. Students are encouraged to meet

with a counselor to design a plan of study which will best meet their specific educational needs.

<b>Year 1</b>		
<b>Fall Semester</b>		<b>Units/Hours</b>
ACCT V03	Introduction to Accounting	3
BUS V17	Computer Applications (VCCCD GE Area D2)	3
BUS V30	Introduction to Business (VCCCD GE Area B2)	3
ENGL C1000	Academic Reading and Writing (VCCCD GE Area D1)	4
Select course . . . VCCCD GE Area B1 (American History/Institutions)		3
<b>Units/Hours</b>		<b>16</b>
<b>Spring Semester</b>		
BUS V31	Organization and Management	3
BUS V32	Human Resource Management	3
or BUS V33	or Business Law	
Select course . . . VCCCD GE Area C1 (Fine/Performing Arts)		3
Select course . . . VCCCD GE Area C2 (Humanities)		3
Select course . . . Degree-applicable course		3
<b>Units/Hours</b>		<b>15</b>
<b>Year 2</b>		
<b>Fall Semester</b>		
BUS V45	Business Communications	3
Select course . . . VCCCD GE Area A1 (Biological Science)		3
Select course . . . VCCCD GE Area E1 (Health Education)		3
Select course . . . VCCCD GE Area E2 (PE/Kinesiology)		1
Select course . . . Degree-applicable course		4
<b>Units/Hours</b>		<b>14</b>
<b>Spring Semester</b>		
BUS/CD V38	Small Business Management	3
or BUS V43	or	
or BUS V44	or Business English	
or BUS V46	or Marketing	
Select course . . . VCCCD GE Area A2 (Physical Science)		3
Select course . . . Degree-applicable course		3
Select course . . . Degree-applicable course		3
Select course . . . Degree-applicable course		3
<b>Units/Hours</b>		<b>15</b>
<b>Total Units/Hours</b>		<b>60</b>

Upon successful completion of this program, students will be able to:

- Explain the fundamental principles of business.
- Examine various approaches to decision-making.
- Create, analyze, and interpret written and verbal communication in business applications.
- Demonstrate an understanding of contemporary issues and theories in the areas of management and human resources systems.