

PROGRAM MATRIX

ASSOCIATE OF ARTS IN BUSINESS ADMINISTRATION

The Associate of Arts in Business Administration (AA-BA) program provides the foundation and skills necessary for entry into the various fields of business. The attainment of an Associate Degree meets the needs of adult students to prepare them for professional opportunities or higher degree levels.

An Associate of Arts degree in Business Administration will enable students to demonstrate sound understanding of business concepts, design effective and sustainable business, and create strategic plans with an understanding of social, ethical, and legal issues in business management. The AA-BA is also an important milestone for students' educational goals.

PROGRAM COMPETENCIES AND LEARNING OBJECTIVES

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

- Demonstrate proficiency in English and Communication Skills
- Display positive attitudes in human relationship in a multicultural and diverse environment
- Use knowledge and skills in modern management practices and technology within a business operation or a leadership role
- Demonstrate an understanding of theory and application related to the business environment
- Demonstrate knowledge and understanding of professional ethics that apply to personal and business decisions
- Possess basic skills and knowledge of computers and apply the tools with confidence
- Demonstrate problem solving skills within a business environment

AA-BA CURRICULAR REQUIREMENTS (60 CREDITS)

The Associate of Arts degree in Business Administration requires completion of **60 semester credits** of coursework which includes 33 credits of General Education or Elective courses and 27 credits of Business Administration courses.

1. General Education: 33 Credits/11 Courses

A. English Communication: 6 Credits/2 Courses

- GEN 101 English Composition I
- GEN 201 English Composition II

B. Mathematics/Science/Computer Science: 9 Credits/3 Courses

- GEN 104 Mathematics
- GEN 105 Algebra
- IST 221 Fundamentals of Computing

C. Social Science: 6 Credits/2 Courses

- ACE 100 Accelerate, Connect, Equip
- Social Sciences Elective (100/200)

D. Humanities and Fine Arts: 6 Credits/2 Courses

- GEN 102 United States History
- GEN 103 United States Government

E. General Education or Elective (100/200): 6 Credits/2 Courses

- Elective
- Elective

2. Business Administration Courses: 27 Credits/9 Courses

A. Accounting

- ACC 222 Financial Accounting

B. Business

- BUS 201 Business and Society
- BUS 214 Business Statistics
- BUS 215 Business Communication
- BUS 225 Fundamentals of Business Ethics

C. Economics

- ECO 215 Survey of Economics
- ECO 220 Macroeconomics

D. Management

- MGT 251 Organizational Behavior

E. Marketing

- MKT 226 Principles of Marketing

GENERAL ELECTIVE COURSES - (SELECT 2 COURSES FROM THE LIST BELOW)

- FIN 224 Principles of Financial Management
- GEN 106 Calculus
- GEN 113 Introduction to Psychology
- IST 227 Information Technology in Business
- IST 228 Data Communication and Database Management
- IST 234 Fundamentals of Database Management
- IST 235 Legal Issues in Information Technology
- General Education or Elective (100/200)