

Program Map 2018-2019 College Credit Catalog Management



Degree: Associate of Applied Science in Management (AAS)
 Certificate: Administrative Management Level 1 (C1)
 Certificate: Management Specialties Leadership Level 1 (C1)
 Certificate: Small Business Management Level 1 (C1)



BUSINESS

Program Description: ACC's Management Program includes individual management courses and specialized courses appropriate to individual academic interest, current or future work activities, and/or possible transfer to other colleges or universities. Graduates of the Management Associate of Applied Science degree may wish to pursue a four-year non-traditional occupational education degree (Bachelors of Applied Arts and Science, BAAS). Also available are certificate program options to help students gain skills in specialized areas of Management.

Contact:
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Department Chair
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 512-223-3708

Department Website:
 sites.austincc.edu/management

Students should meet with their ACC advisor prior to taking these courses and are encouraged to contact the Department Chair for additional information about the AAS degree, transfer options, and the related certificate program options.

Students desiring to pursue a traditional Bachelor of Business Administration degree may want to take some Management courses but should be enrolled under the Associate of Science in Business Administration degree plan. Applicants for admission to the program must fulfill the general requirements for admission to Austin Community College. For more information see a Management advisor.

Use this Program Map to choose courses with your college advisor and track your progress towards milestones and completion of program.

Pre-Degree Requirements		
Program Specific	Reading and Writing Placement <i>Placements based on TSI</i>	Mathematics Placement <i>Placements based on TSI</i>
	<input type="checkbox"/> Basic Developmental Courses <input type="checkbox"/> ESOL Courses <input type="checkbox"/> INRW Courses	<input type="checkbox"/> NCBM and MATD courses paired with MATH courses <input type="checkbox"/> NCBM and MATD courses
SEMESTER-BY-SEMESTER PROGRAM PLAN FOR FULL-TIME STUDENTS <i>Plans can be modified to fit the needs of part-time students by adding more semesters</i>		

Administrative Management	Management Specialties Leadership	Small Business Management		Semester 1	CR	Advising Notes
C1	C1	C1	D			
			●	EDUC 1300 - Effective Learning: Strategies for College Success	3	All first time Austin Community (ACC) students with fewer than 12 SCH of successful college credit must take the EDUC 1300 course in their first semester at ACC. All other students may select either EDUC 1300 or a General Business Elective course listed below. See an advisor or a full-time faculty member in Management for more information.
●	●	●	●	BUSI 1301 - Business Principles	3	
			●	Mathematics	3	Required Mathematics courses include MATH 1314, MATH 1324, MATH 1342, or MATH 1325.
			●	ENGL 2311 - Technical and Business Writing	3	ENGL 1301 is also acceptable.
			●	Management Elective	3	Management electives include 3 credit hour courses from the Course Descriptions listing of Management courses in the catalog.
					15	Program Semester Hours / Meet with your advisor

Semester 2						
			●	Language, Philosophy, and Culture OR Creative Arts	3	Select HIST 2312, HUMA 1302, PHIL 1304, or a course from the Language, Philosophy, and Culture OR Creative Arts sections of the Core Curriculum Course List.
			●	ECON 2302 - Principles of Microeconomics	3	ECON 2301 is also acceptable.
●		●	●	General Business Elective	3	General Business electives include all 3 credit hour Management courses, BUSG 1303, ECON 2301, IBUS 1305, IBUS 1354, IBUS 2341, MRKG 1302, and MRKG 1311. MRKG 1311 is required for the Certificates in Small Business Management and Administrative Management.
●	●		●	BMGT 1327 - Principles of Management	3	BMGT 1301 is also acceptable.
●			●	BCIS 1305 - Business Computer Applications	3	COSC 1301 and COSC 1315 are also acceptable. COSC 1301 is required for the Certificate in Administrative Management.
					15	Program Semester Hours / Meet with your program advisor
Semester 3						
			●	SPCH 1315 - Public Speaking	3	
	●		●	HRPO 2307 - Organizational Behavior	3	For the Certificate in Management Specialties Leadership, BUSG 2371 is also acceptable.
			●	BUSG 2371 - Business Statistics	3	Prerequisite(s): MATH 1314, MATH 1324, or instructor approval.
●		●	●	ACNT 1303 - Introduction to Accounting I - Non-Business Majors OR ACCT 2301 - Principles of Accounting I - Financial	3	Select ACCT 2301 if planning to transfer to a 4-year college. For the Certificate in Administrative Management, select ACCT 2301. For the Certificate in Small Business Management, select ACNT 1303.
	●		●	HRPO 2301 - Human Resource Management	3	
					15	Program Semester Hours / Meet with your program advisor
Semester 4						
		●	●	BUSG 1304 - Financial Literacy	3	For the Degree, ACCT 2302, BUSG 1303, and BUSG 1341 are also acceptable. For the Certificate in Small Business Management, alternative course options are ACCT 2301, BUSG 1303, or BUSG 1341.
		●	●	BUSI 2301 - Business Law I	3	BUSG 2317 is also acceptable.
		●	●	Management Elective	3	Management electives: choose 3-hour courses from the Management course descriptions listed in the catalog. BUSG 1309 is the required Capstone course for the Certificate in Small Business Management. ACHIEVEMENT: Small Business Management Level 1 Certificate
●	●		●	BMGT 1341 - Business Ethics	3	Capstone course for the Certificate in Administrative Management. ACHIEVEMENT: Administrative Management Level 1 Certificate
	●		●	BMGT 2309 - Leadership	3	Degree and Certificate in Management Specialties Leadership Capstone course. Prerequisite(s): 12 hours of courses from one or more of the following departments: Management, Marketing, Finance or approval from a Management department advisor. ACHIEVEMENT: Management Specialties Leadership Certificate ACHIEVEMENT: Associate of Applied Science in Management
					15	Program Semester Hours
Total Program Hours:					60	

Please always check online at catalog.austincc.edu or meet with your academic or program advisor to ensure that you are viewing the latest and most accurate information.

Career & Transfer Resources

ACC's Career & Transfer websites provide detailed, guided information on career exploration and transfer.

www.austincc.edu/career; www.austincc.edu/transfer

For further information regarding this specific program, please see the Career & Transfer Resources supplement provided in the next section of this Program Map.

Program Map

Management

Degree: Associate of Applied Science in Management (AAS)

Career & Transfer Resources Updated 8/18/17

Career Information

Common Job Titles

First-Line Supervisors of Production and Operating Workers, Assistant Manager, Assistant Store Manager, General and Operations Managers, Account Manager, Administrative Services Managers, Office Manager, Business Development Specialist, Product Line Manager, Project Manager, Area Sales Manager, Branch Manager, Director, District Sales Manager, Manager, Department Manager, Manufacturing Supervisor

Regional Labor Market Information

First-Line Supervisors of Production and Operating Workers: New workers generally start around \$35,990. Normal pay for First-Line Supervisors of Production and Operating Workers is \$59,635 per year, while highly experienced workers can earn as much as \$101,314. Over the last year, 267 companies have posted 1,973 jobs for First-Line Supervisors of Production and Operating Workers in this region. There are currently 2,578 First-Line Supervisors of Production and Operating Workers that are employed in Austin-Round Rock, TX.

Source: <https://austincc.emsicc.com/careers/first-line-supervisor-of-production-and-operating-workers>

First-Line Supervisors of Retail Sales Workers: New workers generally start around \$26,697. Normal pay for First-Line Supervisors of Retail Sales Workers is \$38,310 per year, while highly experienced workers can earn as much as \$66,083. Over the last year, 556 companies have posted 19,014 jobs for First-Line Supervisors of Retail Sales Workers in this region. There are currently 8,823 First-Line Supervisors of Retail Sales Workers that are employed in Austin-Round Rock, TX.

Source: <https://austincc.emsicc.com/careers/first-line-supervisor-of-retail-sales-workers>

Career and labor market research tools (see Quick Reference Guide at <http://www.austincc.edu/career>):

EMSI: <https://austincc.emsicc.com/>, Bureau of Labor Statistics: <http://www.bls.gov/ooh/>, O*NET: <https://www.onetonline.org/>

Career Resources: ACC's career services website provides information on career exploration and employment at <http://www.austincc.edu/career>. Students are encouraged to consult with their [area of study advisor](#) for additional career assistance. The above information is provided as a guide and reference tool for occupations related to this program. This is not a guarantee of job placement in any of these occupations after successful completion of an ACC program. The common job titles listed are representative titles and are provided for career research. These are not the only occupations possible in this area of study.

Transfer Information

The Associate of Applied Science in Management prepares students to directly enter the workforce; however, a Bachelor of Applied Arts and Sciences (BAAS) is an excellent alternative to the BBA degree. These degrees apply non-transferable courses and work experience towards the degree. You still must meet general education requirements and take upper level courses.

You may consider majoring in the Associate of Science in Business Administration at ACC if you are interested in pursuing a Bachelor of Business Administration at a four year institution.

Transfer Guides: *The universities listed here do not constitute an ACC endorsement. Transfer course evaluations and determination of which courses will count toward a bachelor's degree are made by the receiving transfer institution.*

Texas State University: <http://www.owls.txstate.edu/undergraduate-degrees/applied-arts-sciences.html>

Concordia University Texas: <http://www.concordia.edu/academics/college-of-business-and-communication/baas-in-business.html>

Tarleton State University: <http://www.tarleton.edu/degrees/bachelors/baas-business/>

Texas A&M University - Central Texas: <https://www.tamuct.edu/degrees/undergraduate/business-management.html>

Texas Tech University: https://www.depts.ttu.edu/universitystudies/prospective_students/baas.php

Additional Transfer Resources: ACC's transfer website provides information on additional colleges & universities:

<http://www.austincc.edu/transferguides>. Students are encouraged to consult with a faculty advisor, [area of study advisor](#), and/or their chosen transfer institution to ensure courses taken at ACC will apply toward their bachelor's degree program.