

# MANAGEMENT, ASSOCIATE IN ARTS DEGREE

**Banner code:** 2\_AA\_MGMT

**Control number:** 03893

**Financial aid:** Eligible

This program is designed for students who want to expand their job skills and those who are seeking to advance to supervisory or management positions in their current place of employment.

## Program Level Learning Outcomes

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

1. Define and describe the functions of management.
2. Increase one's leadership and teamwork skills.
3. Develop analytical skills for gathering, organizing, and utilizing information to meet situational demands.
4. Enhance communication skills for managerial effectiveness.

## Associate Degree Graduation Requirements

(See GWC website (<http://www.goldenwestcollege.edu>) for the most up-to-date information on Associate Degree Requirements (<https://catalog.cccd.edu/golden-west/general-education/asssociate-degree/>).

1. Completion of General Education Requirements by one of the following methods:
  - a. Completion of a minimum of 18 units as listed under Areas A through E, including the Cultural Diversity Requirement.
  - b. Completion of a minimum of 39 units of CSU General Education requirements. Students who complete this pattern are also eligible to receive the Certificate of Achievement in CSU General Education Breadth (<https://catalog.cccd.edu/golden-west/general-education/csu-ge/>).
  - c. Completion of a minimum of 34 (UC) or 37 (CSU) units of Intersegmental General Education Transfer Curriculum (IGETC) requirements. Students who complete this pattern are also eligible to receive the Certificate of Achievement in IGETC (<https://catalog.cccd.edu/golden-west/general-education/igetc/>).
2. Completion of a Major or Area of Emphasis—a minimum of 18 units.
3. Completion of additional elective units to a total of 60 units.
4. 2.0 overall Grade Point Average at GWC and 2.0 overall Grade Point Average for all colleges attended.
5. At least 12 units completed at GWC.

Students should consult a GWC counselor in order to select the best pathway to meet their educational goals. For students who intend to transfer, the choice of general education will be specific to both their major and transfer institution.

Course	Title	Units
<b>Required Courses</b>		
BUS G100	Introduction To Business	3
MGMT G110	Elements Of Management	3
MGMT G115	Essentials of Organizational Behavior	3
MGMT G140	Business and Organizational Ethics	3

Course	Title	Units
BUS G130 or BUS G139	Introduction To Business Writing Business Communication	3
<b>Electives</b>		
<i>Select two of the following:</i>		6
MGMT G111	Human Resources Management	3
MGMT G130	Team Building And Group Dynamics	3
MGMT G152	Starting a Business - Entrepreneurial Small Business	3
MGMT G155	Customer Service	3
MKTG G135	Retail Management	3
<b>Major Total</b>		<b>21</b>
<b>GE Pattern (Local, CSU GE-Breadth, or IGETC)</b>		<b>18-39</b>
<b>Total Units</b>		<b>60</b>

## Recommended Program Sequence

These sequences are general course maps for students to finish all major and general education requirements for two-year completion of degrees, completion of short-term certificates, and/or fulfillment of transfer requirements. However, this may not be an appropriate path for all students. The two-year sequence is based on English and Math placement and meeting other course prerequisites. **Students are advised to meet with a GWC Counselor to review course selections and sequences to ensure that completion of this program will meet a student's transfer and career goals.**

### Year 1:

Course	Title	Units
<b>Semester 1</b>		
BUS G100	Introduction To Business	3
MGMT G110	Elements Of Management	3
ENGL G100	Freshman Composition <sup>^</sup>	4
Area E: Lifelong Understanding and Self-Development or Area A: English Language, Area B: Natural Sciences, Area C: Arts & Humanities, Area D: Social & Behavioral Sciences		3
Elective coursework for a total of 3 units		3
<i>Units</i>		<i>16</i>

Course	Title	Units
<b>Semester 2</b>		
MGMT G115	Essentials of Organizational Behavior	3
MGMT G140	Business and Organizational Ethics	3
BUS G130 or BUS G139	Introduction To Business Writing Business Communication	3
Area C: Arts & Humanities course		3
<i>Select one of the following or satisfy Math competency (completion of Algebra 2 in High School with a "C" or better):</i>		
MATH G030	Intermediate Algebra	4
MATH G040	Accelerated Elementary and Intermediate Algebra	5
MATH G080	Pre-Statistics	5
If Math competency is satisfied, take Elective coursework for a total of 3 units.		3
<i>Units</i>		<i>15-17</i>

**Year 2:**

Course	Title	Units
<b>Semester 3</b>		
Area B: Natural Sciences course		3
Area D: Social & Behavioral Sciences course		3
Elective coursework for a total of 3 units		3
<i>Select two of the following:</i>		6
MGMT G111	Human Resources Management	3
MGMT G130	Team Building And Group Dynamics	3
MGMT G152	Starting a Business - Entrepreneurial Small Business	3
MGMT G155	Customer Service	3
MKTG G135	Retail Management	3
<i>Units</i>		<i>15</i>

Course	Title	Units
<b>Semester 4</b>		
Cultural Diversity requirement #		3
Elective coursework to reach a minimum of 60 units		9-11
<i>Units</i>		<i>12-14</i>
<b>Total minimum units required</b>		<b>60</b>

# Cultural Diversity requirement (<https://catalog.cccd.edu/golden-west/general-education/associate-degree/>) list of approved courses

^ Program sequence may not be recommended for students who self-place into ENGL G100S. Students should see a Counselor for appropriate advisement.