

# MEETING AND EVENT MANAGEMENT, ASSOCIATE IN SCIENCE DEGREE

Financial Aid Eligible

Banner Code: 1\_AS\_HTTM

Control Number: 38242

The Meeting and Event Management program focuses on the planner's practical "need to know" tools and skills. Learn from well-known experienced industry professionals who are eager to share the practical "need to know" tools and skills essential to every successful meeting and event planner. Attain a solid understanding of the myriad details and behind-the-scenes considerations needed to assure your meeting or event is the success you and your clients hoped for.

Convenient online and weekend classes are designed to provide a dynamic learning experience with extensive interaction between students and instructors through case studies, real-life examples, group work and hands-on activities. Special features include "behind the scenes" visits to hotel meeting facilities and development of a hands-on project.

Complete the Meeting and Event Management Certificate of Achievement and the Associate in Science graduation requirements as outlined in the Graduation Requirements section of the catalog.

## Program Outcome

1. The outcome for the certificate of achievement is to prepare students for employment within the hospitality, travel, and tourism industries as a meeting, convention, or event planner.

## Associate in Science Degree Requirements

1. **UNIT REQUIREMENT** - 60 UNITS, with at least a 2.0 grade point average. At least 12 of the units must be earned at OCC, with a minimum of one course taken for a letter grade. At least 3 units in an advanced course from the program must be completed at OCC. A student must be enrolled at the time of application for graduation. Units earned at an accredited college or university on a credit/no credit basis will be counted toward the degree requirements of the college, to a maximum of 15 units.
2. **MAJOR REQUIREMENT** - Complete the AA or AS major requirements as detailed in the Degree and Certificate section of this catalog.
3. **MATHEMATICS REQUIREMENT** - Demonstrate competence in mathematics by either obtaining a satisfactory grade (grade of "C" or better or "pass") in a mathematics course at or above the level of Intermediate Algebra as demonstrated by prior coursework, or by demonstrating competency that is comparable through the completion of a college-level math course that has Intermediate Algebra as a prerequisite: Psychology A160 or Math A100 or higher, with the exception of Math A220.
4. **GENERAL EDUCATION REQUIREMENT** - Students may choose to complete Option 1 (OCC AA GE) (<https://catalog.cccd.edu/orange-coast/general-education-patterns/associate-arts-general-education-option-1/>), Option 1 (OCC AS GE) (<https://catalog.cccd.edu/orange-coast/pathways/hospitality-food-tourism/hospitality-travel/meeting-event-management-associate-science-degree/orange-coast/general-education-patterns/associate-science-general-education-option-1/>), Option 2 (CSU GE) (<https://catalog.cccd.edu/orange-coast/general-education-patterns/associate-degree-general-education-option-2/>), or Option 3 (IGETC) (<https://catalog.cccd.edu/orange-coast/general-education-patterns/associate-degree-general-education-option-3/>) to satisfy the general education requirement. See the General Education Patterns section of this catalog for more information.

Course	Title	Units
<b>Year 1</b>		
<b>Fall</b>		
HTT A105	Passport to Success	3
HTT A265	Principles of Event and Meeting Management	1.5
HTT A266	Organize and Manage Events and Meetings	1.5
HTT A273	Sport Event Management	1
HTT A278	Catering Design and Management	1.5
HTT A284	Leadership and Strategic Management	3
Units		11.5
<b>Spring</b>		
HTT A158	Luxury, Incentive, and Corporate Travel	3
HTT A185	Interviewing and Professional Development	3
HTT A267	Managing Business Risks	1.5
HTT A269	Destination Management	1
HTT A270	Meeting and Event Marketing and Sales	1.5
HTT A275	Event Fund-Raising and Sponsorship	1
HTT A276	Expo and Trade Show Management and Promotion	1
HTT A277	Wedding Planning as a Business	1
Units		13
<b>Year 2</b>		
<b>Fall</b>		
HTT A138	Sharing the Travel Experience	3
HTT A221	Meeting/Event Management Internship	4
HTT A274	Establish and Operate an Event Business	1
Units		8
Total Units		32.5

## Meeting and Event Management Suggested Electives

Course	Title	Units
CMST A100	Interpersonal Communication	3
HTT A199	Current Issues in Hospitality, Travel and Tourism	0.5-1.5
HTT A299	Certified Travel Associate	3
SPAN A180	Elementary Spanish 1	5

Requirement	Units
Program Major Units	32.5
AS General Education Option 1, 2, or 3	Varies
Transferable electives to satisfy unit requirement	Varies
<b>Total Degree Units</b>	<b>60</b>