

# BUSINESS ADMINISTRATION (A.A.)

## ASSOCIATE OF ART

The Business Administration Associate of Arts Degree provides students with credentials that are the key to individual self-efficacy and a meaningful career. Mastery of this curriculum will help students lay the groundwork for managerial competence in the global marketplace. Business Administration education also helps students understand basic business functions, their interrelationships, and the organization's competitive niche. There are numerous career opportunities that exist in the Business Field including Industry, Government, and Self-Employment.

## Program Student Learning Outcomes

- Students demonstrate awareness of the legal aspects of the business environment.
- Students demonstrate effective communication through professional written and oral presentations.
- Students gather and interpret financial and economic data to improve business performance.
- Students identify the impact of the cultural diversity in a work place.
- Students utilize current business technology to analyze, evaluate, and create business reports.

## Program Requirements

Code Number	Course Title	Units
<b>Business Core Courses</b>		
BA 100	Fundamentals of Business	3.0
BA 120	Management-Accounting and Internal Control	3.0
BA 132	Computer Applications for Managers	3.0
BA 156	Motivational Presentation Skills for Managers	3.0
or BCOT 148	Effective Business Presentations	
or BCOT 247	Managerial Business Communications	
or COMM 100	Introduction to Communications Studies	
or COMM 130	Public Speaking	
<b>Degree Specific Courses</b>		<b>12.0</b>
BA 113	Legal Environment of Business (3)	
or LAW 110	Business Law	
BA 114	Marketing (3)	
BA 115	Management-Business (3)	
BA 205	Organizational Leadership (3)	
or BA 208	Leadership for Women in Business	
or WGS 208	Leadership for Women in Business	
<b>Total Units</b>		<b>24</b>

1. the Business Core courses (12.0 units) and Degree Specific courses (12 units) listed above with a grade of "C" or higher or "Pass."
2. Complete the A.A. Degree General Education requirements for Plan A, or Plan B, or Plan C located in the College catalog.

Notes:

*Although many of these courses are transferable, this A.A. Degree is nontransferable. Please see a Business Counselor or the respective department chairperson for additional alternatives.*

## Requirements for an Associate of Arts Degree in Business Administration

Plan A, Plan B, and Plan C: Complete 60 units to include