

MANAGEMENT ASSOCIATE IN SCIENCE AND CERTIFICATE OF ACHIEVEMENT



The management curriculum is designed to provide the student with the skills necessary for success as a manager in today's demanding organizational climate. The program is of benefit to the man or woman who aspires to a mid-level or higher management position in any type of organization including business, government and service organizations. Since much of the curriculum is transferable to four-year institutions, the program not only provides readily usable management skills for the two-year student, but it also provides a base for those students who later wish to undertake more advanced study in business.

Career Opportunities

<https://www.grossmont.edu/student-support/career-center/resources.php>

Claim Adjuster¹
 Employment Interviewer
 Inventory Manager
 Management Analyst²
 Management Consultant²
 Management Trainee
 Operations Manager
 Office Manager¹
 Production Controller¹
 Trust Officer, Bank²

¹ Bachelor Degree normally recommended.

² Bachelor's Degree or higher required.

The Program-level Student Learning Outcomes (PSLOs) below are outcomes that students will achieve after completing specific degree / certificate requirements in this program. Students will:

1. Recognize the effects of globalization on the functions of management such as planning, organizing, leading and controlling.
2. Discuss and explain the issues affecting businesses today ethics, diversity, time management, the global economy, communications and group dynamics.
3. Identify and apply ways to positively initiate change in today's diverse and challenging work environment while focusing on core competencies.

Associate Degree Major Requirements

Note: All courses must be completed with a letter grade of "C" or higher or "Pass."

Code	Title	Units
BUS-115	Human Relations in Business	3
BUS-120	Financial Accounting	4

BUS-125	Business Law: Legal Environment of Business	3
BUS-128	Business Communication	3
BUS-155	Human Resources Management	3
BUS-156	Principles of Management	3
COMM-122	Public Speaking	3
Select four units from the following:		4
BUS-176	Computerized Accounting Applications	
BOT-172	Introduction to Microcomputer Applications	
CSIS-110	Principles of Information Systems	
Select one of the following:		3-4
BUS-118	Retail Management	
BUS-121	Managerial Accounting	
BUS-142	Effective Sales - Skills of Personal Selling and Persuasion	
BUS-144	Advertising	
BUS-146	Marketing	
BUS-159A	Management Internship	
BUS-159B	Management Internship	
BUS-159C	Management Internship	
BUS-159D	Management Internship	
ECON-120	Principles of Macroeconomics	
Total Units		29-30

Plus General Education (<https://catalog.gcccd.edu/grossmont/admission-information/general-education-transfer/>) and Elective Requirements

Certificate of Achievement

Any student who wishes to complete only the requirements listed above qualifies for a Certificate of Achievement in Management. An official request must be filed with the Admissions and Records Office prior to the deadline as stated in the Academic Calendar.