## DEPARTMENT OF BUSINESS

## ADMINISTRATION

[Bachelor Of Science Degree In Management (Business Management Concentration)](#_Toc303502957)

[Program Of Study](#_Toc303502958)

[Bachelor Of Science Degree In Management (Health Care Administration Concentration)](#_Toc303502960)

[Program Of Study](#_Toc303502961)

[Bachelor Of Applied Science In Technology Management](#_Toc303502962)

[Program Of Study](#_Toc303502963)

The Department of Business Administration offers the Bachelor of Science degree in Management with concentrations in either Business Management or Healthcare Administration. The Department also offers the Bachelor of Applied Science in Technology Management.

The Management Degree program in the Department of Business Administration nationally accredited by the Association of Collegiate Business Schools and Programs (ACBSP), and by the Southern Association of Colleges and Schools (SACS).

The mission of the management program is to enable students to develop analytical skills, reflective thinking, logical reasoning, and a sound understanding of the quantitative techniques and computer applications used in decision-making processes. Career options may include industrial and service management, financial analysis, quality control management, and first level supervision in industry, business and government. Many of our majors are interested in entrepreneurship and small business management.

The Healthcare Administration area of concentration is structured as a four-year generic program to provide specialty training for the entering freshman or transfer student. The 2 ± 2 program is designed to permit students to continue their education beyond the associate degree level with full credit. Healthcare graduates have experienced an employer-based practicum and are prepared for entry level management and supervisory practice in the healthcare industry.

The Bachelor of Applied Science degree in Technology Management is designed to prepare students who have successfully completed the Associate of Applied Technology (AAT) degree from SACS-COC accredited institutions to earn Bachelor of Applied Science (BAS) degree in Technology Management. The Online BAS in Technology Management offers all coursework online and is available for location-bound students who cannot take advantage of the traditional in-class instructions to earn a BAS degree in Technology Management. Through a combination of business management and business information systems courses, the BAS curriculum provides a solid grounding in the skills needed to manage human and technology resources in today’s global and dynamic business and industry settings. Career opportunities in Technology Management include ndustrial and service management, technology security specialist, quality control management, business/management information systems specialist, and other related fields.

The Department of Business Administration faculty is also committed to serving the economic and organizational needs of the business community in Albany and Southwest Georgia.

REQUIREMENTS FOR A BACHELOR OF SCIENCE DEGREE IN MANAGEMENT

1. The student must complete a minimum of 124 semester hours with a cumulative grade point average of 2.25 in the overall program, and a grade of “C” or above in all business (Areas F, G, and H) courses.
2. The student must have a cumulative grade point average of 2.25 or higher to be admitted to the program.
3. The student must complete 30 hours of business courses beyond Area F requirements plus an additional 27 hours of management concentration courses (Area H).
4. The student must complete the Major Field Achievement Test (MFAT) as a part of course requirements for MGMT 4199, Business Policy, which is taken the graduating senior semester.

## BACHELOR OF SCIENCE DEGREE IN MANAGEMENT (BUSINESS MANAGEMENT CONCENTRATION)

|  |  |  |  |
| --- | --- | --- | --- |
| **Area** |  |  | **Credit hours** |
| **Core Curriculum** |  |  | **(60 hours)** |
| AREA A1 | Communication Skills |  | 6 |
| AREA A2 | Quantitative Skills |  | 3 |
| AREA B | Insitutional Options |  | 5 |
| AREA C | Humanities, Fine Arts and Ethics | | 6 |
| AREA D | Natural Science, Math & Tech | | 10 |
| AREA E | Social Sciences |  | 12 |
| AREA F | Courses Related to Major | Prerequisite | 18 |
| ACCT 2101 | Principles of Accounting I | MATH 1111 (3 hrs) | |
| ACCT 2102 | Principles of Accounting II | ACCT 2101 (3 hrs) |  |
| BISE 2010 | Fundamentals of Computer Applications (3 hrs) | | |
| BISE 2040 | Communication for Management | ENGL 1102 (3 hrs) |  |
| ECON 2105 | Principles of Macroeconomics (3 hrs) | |  |
| ECON 2106 | Principles of Microeconomics (3 hrs) | |  |
|  |  |  |  |
| **Above The Core** |  |  | **(5 hours)** |
|  |  |  |  |
| **Area G: Business Major Required Courses** | |  | **(30 hours)** |
| BUSA 4105 | International Business | ECON 2105/ECON 2106, MGT 3105 | 3 |
| ECON 3205 | Economic and Business Statistics | ECON 2105 /ECON 2106 | 3 |
| FINC 3105 | Foundations of Financial Management | ACCT 2101 | 3 |
| MGMT 3105 | Legal Environment of Business | ACCT 2101 | 3 |
| MGMT 3106 | Management Science and Operation Mgmt. | ECON 3205 | 3 |
| MGMT 4110 | Organizational Behavior | MGMT 3105 | 3 |
| MGMT 4125 | Human Resource Management | MGMT 3105 | 3 |
| MGMT 4205 | Management Information Systems | BISE 2010 | 3 |
| MGMT 4199 | Business Policy |  | 3 |
| MKTG 3120 | Principles of Marketing | ECON 2106 | 3 |
|  |  |  |  |
| **Area H: Management Majors Required Courses** | | | **(27 hours)** |
| BUSA 3100 | Business Internship I |  | 3 |
| ECON 3145 | Money, Banking and Foreign Exchange | ECON 2106 | 3 |
| MGMT 4126 | Organizational Learning | MGMT 4110 | 3 |
| MGMT 4127 | Small Business Management | MGMT 4110, FINC 3105 | 3 |
| MGMT 4206 | Database Management Systems | BISE 2010 | 3 |
| MGMT 4207 |  |  | 3 |
| Area H Non-Business Electives | | | 9 |
|  |  |  |  |
| **Total required for graduation** | |  | **(123 hours)** |

## PROGRAM OF STUDY FOR THE BACHELOR OF SCIENCE DEGREE

## IN MANAGEMENT (BUSINESS MANAGEMENT CONCENTRATION)

123 Semester Hours

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Freshman Year (Fall)** | |  | **Spring** |  |  |
| SU 1201 | Found. of College Success | 2 | ENGL 1102 | English Composition II | 3 |
| ENGL 1101 | English Composition I | 3 | COMM 1100 | Fund. of Public Speaking | 3 |
| MATH 1111 | Math Modeling or Col. Alg. | 3 | HIST 1002 | Intro to the African Diaspora | 2 |
| Area D | Science, Math, Technology | 4 | Area C | Humanities/Fine Arts | 3 |
| Area D | Select One | 3 | Area D | Science, Math, Technology | 4 |
| **Subtotal** |  | **(15 hrs)** | Above Core Option | | 1 |
|  |  |  | **Subtotal** |  | **(16 hrs)** |
|  |  |  |  |  |  |
| **Sophomore Year (Fall)** | |  | **Spring** |  |  |
| Above Core Option | | 1 | Above Core Option | | 1 |
| POLS 1101 | U. S. & Georgia Gov. or |  | Area E Option: Social Science | | 3 |
| HONR 1161 | Honors U.S. & GA Gov. | 3 | BISE 2040 | Comm. for Management | 3 |
| Area E Option: Social Science | | 3 | ACCT 2102 | Principles of Accounting II | 3 |
| ACCT 2101 | Principles of Accounting I | 3 | ECON 2105 Principles of Macroeconomics | | 3 |
| ECON 2106 | Principles of Micro. | 3 | BISE 2010 | Fund. of Computer Applications | 3 |
| Area C | Humanities/Fine Arts | 3 |  |  |  |
| **Subtotal** |  | **(16 hrs)** | **Subtotal** |  | **(16 hrs)** |
|  |  |  |  |  |  |
| **Junior Year (Fall)** |  |  | **Spring** |  |  |
| FINC 3105 | Found. of Fin. Manag. | 3 | BUSA 4105 | International Business | 3 |
| MGMT 3105 | Legal Env. of Business | 3 | ECON 3205 | Economics/Business Statistics | 3 |
| MGMT 4125 | Human Res. Manag. | 3 | MGMT 3106 | Mgmt Sci./Oper. Mgmt | 3 |
| Area E Option: Social Science | | 3 | MGMT 4110 | Organizational Behavior | 3 |
| MKTG 3120 | Principles of Marketing | 3 | MGMT 4205 | Manag. Info. Sys. | 3 |
| **Subtotal** |  | **(15 hrs)** | **Subtotal** |  | **(15 hrs)** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| **Senior Year (Fall)** |  |  | **Spring** |  |  |
| ECON 3145 | Money and Banking | 3 | BUSA 3100 | Business Internship I | 3 |
| MGMT 4127 | Small Bus. Manag. | 3 | MGMT 4126 | Organizational Learning | 3 |
| MGMT 4206 | Database Manag. Sys. | 3 | MGMT 4207 | Systems Analysis and Design | 3 |
| Area H | Elective Non-Business | 3 | MGMT 4199 | Business Policy | 3 |
| Area H | Elective Non-Business | 3 | Area H | Elective Non-Business | 3 |
| **Subtotal** |  | **(15 hrs)** | **Total** |  | **(15 hrs)** |
|  |  |  |  |  | |

REQUIREMENTS FOR A BACHELOR OF SCIENCE DEGREE IN MANAGEMENT (HEALTH CARE ADMINISTRATION CONCENTRATION)

1. The student must complete a minimum of 124 semester hours with a cumulative grade point average of 2.25 in overall program, and a grade of “C” or above in all business courses.
2. The student must have a cumulative grade point average of 2.25 or higher to be admitted to the program.
3. The student must complete 27 hours of business courses beyond Area F requirements plus an additional 30 hours of healthcare management concentration courses.
4. The student must complete the MFT during the student’s graduating senior semester.

## BACHELOR OF SCIENCE DEGREE IN MANAGEMENT (HEALTH CARE ADMINISTRATION CONCENTRATION)

|  |  |  |  |
| --- | --- | --- | --- |
| **Area** |  |  | **Credit hours** |
| **Core Curriculum** |  |  | **(60 hours)** |
| AREA A1 | Communication Skills |  | 6 |
| AREA A2 | Quantitative Skills |  | 3 |
| AREA B | Insitutional Options |  | 5 |
| AREA C | Humanities, Fine Arts and Ethics |  | 6 |
| AREA D | Natural Science, Math & Tech |  | 10 |
| AREA E | Social Sciences |  | 12 |
| AREA F | Courses Related to Major | Prerequisite | 18 |
| ACCT 2101 | Principles of Accounting I | MATH 1111 (3 hrs) | |
| ACCT 2102 | Principles of Accounting II | ACCT 2101 (3 hrs) | |
| BISE 2010 | Fundamentals of Computer Applications (3 hrs) | |  |
| BISE 2040 | Communication for Management | ENGL 1102 (3 hrs) | |
| ECON 2105 | Principles of Macroeconomics (3 hrs) |  |  |
| ECON 2106 | Principles of Microeconomics (3 hrs) |  |  |
|  |  |  |  |
| **Above The Core** |  |  | **(5 hours)** |
|  |  |  |  |
| **Area G: Business Major Required Courses** | |  | **(30 hours)** |
| MGHC 2220 | Medical Terminology |  | 2 |
| MGHC 3110 | Introduction to Health Care Org. |  | 3 |
| MGHC 3120 | Ethical/Legal Issues in Health Care |  | 3 |
| MGHC 3220 | Research in Health/Biostatistics |  | 3 |
| MGHC 3310 | Chronic Disease |  | 3 |
| MGHC 3411 | Quality Mgt in Health Care |  | 3 |
| MGHC 3420 | Economics of Health Care | ECON 2106 | 3 |
| MGHC 4211 | Health Care Admin Practicum I |  | 4 |
| MGHC 4410 | Financial Mgt in Health Care | ACCT 2102 | 3 |
| MGHC 4421 | Insurance for Health Care |  | 3 |
|  |  |  |  |
| **Area H: Health Care Admin Majors Required Courses** | |  | **(27 hours)** |
| MGMT 4125 | Human Resource Management | MGMT 3105 | 3 |
| MGMT 4127 | Small Business Management | ECON 2106 | 3 |
| MGMT 4205 Management Information Systems | BISE 2010 |  | 3 |
| MKTG 3120 | Principles of Marketing | ECON 2106 | 3 |
| BUSA 4105 | International Business | ECON 2105/ECON 2106, MGMT 3105 | 3 |
| Area H Electives Approved non-business, 2000 level and higher | |  | 12 |
|  |  |  |  |
| **Total required for graduation** | |  | **(123 hours)** |

## PROGRAM OF STUDY FOR THE BACHELOR OF SCIENCE DEGREE IN MANAGEMENT (HEALTH CARE CONCENTRATION)

123 Semester Hours

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Freshman Year (Fall)** | |  | **Spring** |  |  |
| ASU 1201 | Found. of College Success | 2 | ENGL 1102 | English Composition I | 3 |
| ENGL 1101 | English Composition I | 3 | COMM 1100 | Fund of Public Speaking | 3 |
| MATH 1111 | Math Modeling or Col. Alg. | 3 | HIST 1002 | Intro to the Afr. Diasp. | 2 |
| Area D Option Science/Math/Technology | | 4 | Area D Options: | Science/Math/Technology | 4 |
| Area D | Select One | 3 | Above Core Option | | 1 |
| **Subtotal** |  | **(15 hrs)** | **Subtotal** |  | **(13 hrs)** |
|  |  |  |  |  |  |
| **Sophomore Year (Fall)** | |  | **Spring** |  |  |
| Above Core Option | | 1 | Above Core Option | | 1 |
| Area C Humanities/Fine Arts | | 3 | POLS 1101 U.S. & Georgia Govern. or | | 3 |
| Area E Option Social Science | | 3 | HONR 1161 | | 3 |
| ACCT 2101 | Principles of Accounting I | 3 | Area E Option | Social Science | 3 |
| COMM2040 | Comm. for Management | 3 | ACCT 2102 | Principles of Accounting II | 3 |
| ECON 2106 | Principles of Microeconomics | 3 | ECON 2105 | Princi. of Macroeconomics | 3 |
| **Subtotal** |  | **(16 hrs)** | BISE 2010 | Fund. of Computer Appl. | 3 |
|  |  |  | **Subtotal** |  | **( 16 hrs)** |
|  |  |  |  |  |  |
| **Junior Year (Fall Semester)** | |  | **Spring** |  |  |
| MGHC 3110 | Intro. Health Care Org. | 3 | ELEC | Electives | **3** |
| MGHC 2220 | Medical Terminology | 2 | MGHC 3220 | Res. in Health/Biostatistics | 3 |
| MGHC 3120 | Ethical/Legal Issues | 3 | MGHC 3411 | Quality Mana. in Health Care | 3 |
| MGHC 3420 | Economics of Health Care | 3 | MKTG 3120 | Principles of Marketing | 3 |
| ACCT 2102 Principles of Accounting II | | 3 | MGHC 4410 | Financial Management | 3 |
| Area E Elective | | 3 | **Subtotal** |  | **(15 hrs)** |
| **Subtotal** |  | **(17 hrs)** |  |  |  |
|  |  |  |  |  |  |
| **Senior Year (Fall Semester)** | |  | **Spring** |  |  |
| BUSA 4105 International Business | | 3 | MGHC 4211 | Healthcare Adm. Practicum | 4 |
| MGMT4125 | Human Res. Manag. | 3 | MGHC 4421 | Insurance for Healthcare | 3 |
| MGMT4205 | Management Info. System | 3 | MGMT 4127 | Small Business Management | 3 |
| MGHC 3310 Chronic Disease | | 3 | ELEC Electives | | 3 |
| ELEC Electives | | 3 | MGMT 4207 | Systems Analysis & Design | 3 |
| **Subtotal** |  | **(15 hrs)** | **Subtotal** |  | **(16 hrs)** |

REQUIREMENTS FOR A BACHELOR OF APPLIED SCIENCE IN TECHNOLOGY MANAGEMENT

1. 1. The student must earn an Associate of Applied Science (AAS degree) in Technology or Associate of Applied Technology (AAT) from a SACS accredited institution.
2. 2. The student must complete 30 semester hours of business majors required courses beyond Area F courses plus additional 36 semester hours of technology management courses that include up to 27 semester hours of transfer coursework in technology and a grade of “C” or above in each course in Areas F, G, and H.
3. 3. The student must complete a minimum of 123 semester hours with a minimum cumulative grade point average of 2.25 in overall program.
4. 4. The student must complete the Major Field Achievement Test (MFAT) as a part of course requirements of MGMT 4199.

## BACHELOR OF APPLIED SCIENCE IN TECHNOLOGY MANAGEMENT

|  |  |  |  |
| --- | --- | --- | --- |
| **Area** |  |  | **Credit hours** |
| **Core Curriculum** |  |  | **(60 hours)** |
| AREA A1 | Communication Skills |  | 6 |
| AREA A2 | Quantitative Skills |  | 3 |
| AREA B | Insitutional Options |  | 5 |
| AREA C | Humanities, Fine Arts and Ethics |  | 6 |
| AREA D | Natural Science, Math & Tech |  | 10 |
| AREA E | Social Sciences |  | 12 |
| AREA F\* | Courses Related to Major (Bridged Curriculum) |  | 18 |
| Bridge Courses |  |  |  |
| \* Student may complete either the Bridged Curriculum or Area F Curriculum in Business Administration below. | | | |
| ACCT 2101 | Principles of Accounting I |  | 3 |
| ACCT 2102 | Principles of Accounting II |  | 3 |
| BISE 2010 | Fundamentals of Computer Applications |  | 3 |
| BISE 2040 | Communication for Management |  | 3 |
| ECON 2105 | Principles of Macroeconomics |  | 3 |
| ECON 2206 | Principles of Microeconomics |  | 3 |
|  |  |  |  |
| **Above The Core** | **Not Required** |  | **(0 hours)** |
|  |  |  |  |
| **Area G: Business Majors Required Courses** | |  | **(27 hours)** |
| BUSA 4105 | International Business | ECON 2105/ECON 2106, MGMT 3105 | 3 |
| ECON 3205 | Economics and Business Statistics | ECON 2105/ ECON 2106 | 3 |
| FINC 3105 | Foundations of Financial Management | ACCT 2101 | **3** |
| MGMT 3105 | Legal Environment of Business |  | 3 |
| MGMT 3106 | Management Science and Operations Mgmt | ECON 3205 | 3 |
| MGMT 4110 | Organizational Behavior | MGMT 3105 | 3 |
| MGMT 4205 | Management Information Systems | BISE 2010 | 3 |
| MGMT 4199 | Business Policy |  | 3 |
| MKTG 3120 | Principles of Marketing | ECON 2106 | 3 |
|  |  |  |  |
| **Area H: Technology Management Majors Required** | |  | **(36 hours)** |
| MGMT 4126 | Organizational Learning | MGMT 4110 | 3 |
| MGMT 4127 | Small Business Management | MGMT 4110, FINC 3105 | 3 |
| Associate of Applied Science (AAS) in Technology or Associate of Applied Technology (AAT) Transfer Coursework. | | | 27 |
|  |  |  |  |
| **Total required for graduation** | |  | **(123 hrs)** |

## PROGRAM OF STUDY FOR THE BACHELOR OF APPLIED SCIENCE IN TECHNOLOGY MANAGEMENT

124 Semester Hours

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Freshman Year (Fall Semester)** | |  | **Spring** |  |  |
| ENGL 1101 | English Composition I | 3 | ENGL 1102 | English Composition II | 3 |
| MATH 1111 | Math Modeling or Col. Algebra | 3 | COMM 1100 | Fund. of Public Speaking | 3 |
| Area D | Science, Math, Technology | 4 | HIST 1002 | Intro. to the African Diasp. | 2 |
| Area D | Select One | 3 | Area C | Humanities/Fine Arts | 3 |
| **Subtotal** |  | **(13 hrs)** | Area D | Science, Math, Technology | 4 |
|  |  |  | **Subtotal** |  | **(15 hrs)** |
|  |  |  |  |  |  |
| **Sophomore Year (Fall Semester)** | |  | **Spring** |  |  |
| BISE 2040 | Comm. for Management | 3 | ECON 2105 | Macroeconomics | 3 |
| ECON 2106 | Microeconomics | 3 | POLS 1101 | U.S. & GA Gov. or | |
| Area C Humanities/Fine Arts - Select One | | 3 | HONR 1161 | Honors U.S. & GA Gov. | 3 |
| Area E Options | Social Science | 3 | Area E | Social Science | 3 |
| **Subtotal** | | **(12 hrs)** | ACCT 2101 | Principles of Accounting I | 3 |
|  |  |  | BISE 2010 | Fund. of Computer Appl. | 3 |
|  |  |  | **Subtotal** |  | **(15 hrs)** |
|  |  |  |  |  |  |
| **Junior Year (Fall Semester)** | |  | **Spring** |  |  |
| ECON 3205 | Economics/Business Statistics | 3 | BUSA 4105 | International Business | 3 |
| MGMT 3105 | Legal Environment of Business | 3 | FINC 3105 | Found. of Financial Manag. | **3** |
| MGMT 4110 | Organizational Behavior | 3 | MGMT 3106 | Mgt. Sci./Operations Mgt. | 3 |
| MGMT 4205 | Manag. Info. Systems | 3 | ACCT 2102 | Principles of Accounting II | 3 |
| MKTG 3120 | Principles of Marketing | 3 | Area E Options: Social Science | | 3 |
| Subtotal |  | (15 hrs) | Subtotal |  | (15 hrs) |
|  |  |  |  |  |  |
| Senior Year (Fall Semester) | |  | **Spring** |  |  |
| **MGMT 4127** | Small Business Management | **3** | MGMT 4111 | Seminar in Org. Theory/Behavior OR | |
| **Subtotal** |  | **(3 hrs)** | MGMT 4030 | Quality Manag. Sys. | 3 |
|  |  |  | MGMT 4126 | Organizational Learning | 3 |
|  |  |  | MGMT 4199 | Business Policy | 3 |
|  |  |  | **Subtotal** |  | **(9 hrs)** |
|  |  |  |  |  |  |
| **Associate of Applied Science (AAS) in Technology or Associate of Applied Technology (AAT) Transfer Coursework.** | | | | | **(27 hrs)** |