

ASSOCIATE OF APPLIED SCIENCE DEGREE (AAS)

This degree is designed to provide students with the understanding and knowledge necessary for managing people and functions. Decision making in public sector administration and an examination of corporate and public policy are emphasized in the program. Students will learn management concepts through various interactive course techniques and formats.

STUDENT LEARNING OUTCOMES - Graduates of this program will have the opportunity to:

- Explain current general business and management theories and how they apply to public administration functions.
- Apply general business and management strategies to real-life professional situations related to public administration.
- Demonstrate proficiency for entry-level management positions within public sector organizations.
- Demonstrate the latest techniques and trends in public sector business and management practices.

GENERAL EDUCATION REQUIREMENTS (25 Credits):

	CR	SEMESTER
COMMUNICATIONS: COM 101, 102, 215, ENG 100, 101, 102, 107, 113, 114, 205, JOUR 102, THTR 105	3-5	_____
ENGLISH: ENG 100, 101, 107, 113	3-5	_____
HUMAN RELATIONS: ALS 101, ANTH 101, 112, 201, 205, HIST 105, 106, 107, 150, 151, 210, 247, 260, HMS 130, 135B, 265B, MGT 100B, PHIL 135, PSC 201, PSY 101, 102, 207, 208, 261, SOC	3	_____
MATHEMATICS: MATH 120 or above (except MATH 122, 123)	3	_____
SCIENCE: AST, BIOL, CHEM, EGG 131, 132, ENV, GEOG 103, 104, 117, GEOL, HHP 123B, 124B, PHYS	6	_____
FINE ARTS/HUMANITIES/ SOCIAL SCIENCES: AM, ANTH, ART, COM, ECON, ENG 223 or above, GEOG 106 or above, HIST, International Languages, Music, PHIL, PSC, PSY, SOC, THTR, WMST 113	3	_____
U.S. AND NEVADA CONSTITUTIONS: PSC 101 or HIST 101 and HIST 102 or HIST 101 and HIST 217	4-6	_____

SPECIAL PROGRAM REQUIREMENTS (36 Credits):

	CR	SEMESTER
BUS 101 Introduction to Business	3	_____
BUS 108 Business Letters and Reports	3	_____
BUS 272 Legal Environment OR BUS 273 Business Law I	3	_____
IS 101 Introduction to Information Systems	3	_____
MGT 103 Introduction to Small Business Management	3	_____
MGT 120B Introduction to Public Sector Administration	3	_____
MGT 201 Principles of Management	3	_____
MGT 212 Leadership and Human Relations	3	_____
MGT 235 Organizational Behavior	3	_____
MGT 283 Introduction to Human Resources Management	3	_____
MKT 210 Marketing Principles	3	_____
Plus 3 credits from the following:		
ACC 201 Financial Accounting	3	_____
BUS 106B Business English	3	_____
BUS 107 Business Speech Communication	3	_____
BUS 271 Introduction to Employment Law	3	_____
BUS 274 Business Law II	3	_____
ECON 103 Principles of Macroeconomics	3	_____
MGT 286B Personnel Interviewing	3	_____
MGT 288B Compensation Management	3	_____
MGT 291B Women in Management	3	_____
MGT 294B Seminar in Management	3	_____

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Total Credits

ASSOCIATE OF APPLIED SCIENCE

Students may elect to graduate using the degree requirements in effect at the time of matriculation, or when they declared or changed major or the current catalog. If a program is official after a student has matriculated, the student may choose the degree requirements of the new program. In no case may a student use a catalog which is more than six years old at the time of graduation.