



San Carlos Apache College

Associate of Applied Science in Management and Supervision

NAME:	TOCC ID:
TOCC EMAIL:	PHONE NUMBER:
TERM OF ADMISSION	EXPECTED GRADUATION YEAR/TERM:
ADVISOR:	REQUIRED CREDITS FOR DEGREE: 60

I. General Education Courses (32 cr):

- Apache Cultural Component (7 cr): HIS 130 and APA Humanities and Fine Arts (6 cr): Any courses from the General Education selection
- Social and Behavioral Sciences (3 cr). Choose from ECN 201 or ECN 202.
- MAT 142 or higher (with the exception of MAT 146 and MAT 147)
- Lab-loaded Science course (courses with N in the prefix; 4 cr): Any course with prefix ANR, AST, BIO, CHM, GLG, PHY

COURSE PREFIX	COURSE NAME	SUBSTITUTE COURSE	SEMESTER	YEAR	CREDITS	GRADE
HIS 130	Apache History I					
APA 101						
WRT 101	Writing I					
WRT 102	Writing II					
MAT						
Humanities and Fine Arts (6 cr)						
ECN 201 <i>or</i> ECN 202						

Two Lab-loaded Science courses						

II. Core Requirements (21 cr):

COURSE PREFIX	COURSE NAME	SUBSTITUTE COURSE	SEMESTER	YEAR	CREDITS	GRADE
MGT110	Human Relations in Business and Industry					
MGT 122	Supervision					
MGT 230	Dynamics of Leadership					
MGT 280	Business Organization and Management					
BUS 220	Legal Environment of Business					
BUS 148	Business Ethics: Morals in the Workplace					
CAG 133	Customer Service Management					

III. Electives (6 cr):

· Choose any BUS, CIS, MGT, ECN, MAT, or CAG Courses

COURSE PREFIX	COURSE NAME	SUBSTITUTE COURSE	SEMESTER	YEAR	CREDITS	GRADE

AAS in Management and Supervision

The Management and Supervision Associate of Applied Science degree prepares the student for front line supervision and entry level management. Different approaches and techniques to management and supervision will be examined and how they should be applied. This includes leadership, organization, planning and other management practices.

Program Learning Outcomes

1. Demonstrate appropriate and effective communication skills with coworkers through homework, examination, reflection and classroom interaction.
2. Case studies will be examined, analyzed and discussed to help the students better understand and resolve different situations that could arise in the workplace.
3. Demonstrate supervisory skills and knowledge through interactions with the instructor, classmates, examination and classroom discussions
4. Demonstrate an understanding of basic business organization and behavior through discussion, examination, reflection and classroom interaction.
5. Demonstrate motivational skills in the workplace through discussion, examination and classroom interactions
6. Demonstrate the necessity for ethical behavior as a supervisor.

Students:

You must secure official approval by your advisor(s) before submitting the **final** Program of Study. By signing or entering your name below, you agree to the following statement: "Students are responsible for complete knowledge of Academic Catalog requirements in their degree plan and for adhering to all policies in Academic Catalog and Student Handbook."

Signature Panel:

Please indicate approval of the curriculum on the Program of Study by placing your signature (formal electronic signatures are permitted) in the space provided.

Student:	Date:
Advisor:	Date:
Faculty Advisor (if applicable):	Date:
Registrar:	Date:
Provost:	Date: