

College of Business – General Information

The mission of the College of Business is to offer programs of study to students that will prepare them for positions in business, finance, or government; enhance the professional development of those already employed; and provide an academic framework for graduate study leading to professional positions. The purpose of the College of Business is to provide quality education for all students, teaching them to think critically, to use technology efficiently, to be effective leaders, decision makers, and communicators; to maintain ethical standards, and to understand the global economy. To carry out its mission and support its purpose, the College of Business has established the following goals:

- Provide for continuous improvement of the programs within the College of Business in keeping with the standards set by Athens State University, the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), and the Accreditation Council of Business Schools and Programs (ACBSP).
- Place excellence in teaching as the number one priority for serving students and for evaluating faculty.
- Encourage growth and diversity in the faculty and student body.
- Seek community and business relationships for advice and support of student and curriculum needs.
- Maintain cooperative relationships with other educational institutions to facilitate student transfer, maximize resource utilization and provide quality programs.
- Support a quality-based, equivalent learning environment for all students in all settings.
- Produce graduates who will be academically and professionally prepared by the quality teaching programs of the College of Business for work in an increasingly diverse, global environment.

Athens State University, through its College of Business, is nationally accredited by the Accreditation Council of Business Schools and Programs to offer the Bachelor of Science (B.S.) degree with majors in accounting, acquisition and contract management, human resource management, information assurance, logistics and supply chain management, management, and management of technology. The College of Business curriculum complies with the Common Professional Component (CPC) recommended by the ACBSP. Instruction offered by the College of Business is designed to assist in the preparation of competent and effective professionals in the areas of accounting and management. Students completing a degree program offered by the College of Business will possess the following skills and competencies:

- Demonstrated knowledge of core business concepts, theories and applications in the areas of accounting, finance, management, marketing, management information systems, global business, strategic management, and production.
- Demonstrated proficiency in the use of technology as it relates to business.
- Demonstrated ability to effectively apply critical-thinking skills to analyze business issues and financial data.
- Demonstrated knowledge of the global economy including an appreciation of diversity as it relates to business.
- Demonstrated ability to effectively communicate orally and in writing.
- Demonstrated understanding and appreciation of ethical issues as it relates to business.
- Demonstrated understanding and ability to use effective managerial, leadership and group interaction techniques.

Distance Education

All College of Business majors are available online. All professional coursework for these majors may be completed via distance learning. However, if students have not completed all general education and pre-professional course requirements, the University cannot guarantee that all courses will be available in online formats. For further information regarding distance education, refer to the Academic Policies section in the Introduction and General Information portion of the catalog or the University website.

Assessment (Pre- and Post-Testing)

The College of Business, as a part of its continuous evaluation process, has implemented a program to assess the business knowledge levels of incoming students. This will be accomplished through a pre-test to be administered in a required course, MG 320 Organizational Communication. This course should be taken during a student's first term at Athens State University. A post-test will be administered in the capstone course, MG 420 Business Policy, which should be taken during a student's last term. An external benchmark post exam is administered in MG 480 Seminar in Business. In addition to the pre- and post-assessment related to knowledge of the core professional courses, business majors will also take a pre- and post-assessment designed to measure knowledge related to their specific major(s).

LiveText is a software platform used for creating an electronic portfolio, and is required in all "core" business courses (AC/MG 302, MG 320, MG 346, MG 350, MG 352, MG 390, MG 420, MG 480, and MK 331). Specified work in these courses will be placed in this portfolio and will be used in assessing student progress. This program will also provide students a digital professional development resource and a workspace for building and maintaining an online personal portfolio reflecting educational achievements, and may be used for developing career credentials. There is a one-time cost for this membership. Membership is available for up to five years.

Advising and Scheduling Information

Academic Advising

An Academic Advisor is assigned to each College of Business major by the Student Success Coach for the College of Business. After a student's transcript(s) have been received, a plan of study which reflects the transferred credit and the requirements for degree completion is available to the student and the advisor in Degree Works via the student's Athens State Online account. Students are encouraged to read **all** the information regarding degree requirements on the plan of study. Students should contact their advisor for any questions about the degree plan. Office hours are available on the College of Business website, along with telephone numbers and e-mail addresses. Students may also contact the College of Business staff whenever assistance is needed.

Scheduling

Degree programs in the College of Business are developed to ensure that students who complete the programs possess the skills and competencies for successful careers or further academic study. To obtain the maximum benefit from the programs, some sequencing of courses is necessary.

Most business courses are offered each term, particularly the common core courses which are required in all College of Business majors (AC/MG 302, MG 320, MG 346, MG 350, MG 352, MG 390, MG 420, MG 480, and MK 331). However, some courses, particularly those which are required in only one program or minor, are offered less frequently. Observing the following guidelines will help you in efficient scheduling.

- Those courses in most demand (common core courses) are generally offered each term in multiple formats.
- Courses which are specific to only one program (or minor), may not be offered every term and/or in all formats.
- Sequential courses (especially accounting and statistics) must be taken in order, and may be offered on a rotating or alternating basis.

Students should plan accordingly and not wait until they are nearing the end of their program to begin scheduling the less frequently offered courses or sequential courses.

Special Scheduling Requirements

First Term:

The following course, which is required for all Business majors, MUST be taken in the student's first term at Athens State. MG 320 Organizational Communication (3 semester hours). This course includes an initial assessment as part of our required outcomes assessment plan.

The following courses, which are required for all Business majors, should be taken in the student's first term at Athens State. The content in these courses is essential preparation for other courses in the curriculum.

AC/MG 302 Management Information Systems (3 semester hours).

MG 346 Principles of Management and Leadership (3 semester hours).

Accounting majors should take AC 321 Intermediate Accounting I in the first term it is offered.

Last Term:

The following courses (which are required in all Business majors) should be taken during the student's last term at Athens State.

MG 420 Business Policy (3 semester hours). This course is the capstone course which integrates content from all other core business courses. The required Assessment Exam is given in this course.

MG 480 Seminar in Business (2 semester hours). This course is taken at the end of a student's program. An external benchmark exam (post) is administered, and the electronic portfolio in LiveText is completed.

Prerequisites

Observance of prerequisites will ensure that students have the background knowledge to obtain the maximum benefit from the curriculum. Please consult the course descriptions section of this catalog for information on course prerequisites.

Degree Programs in the College of Business

General University Requirements for Graduation

Every student planning on completing an undergraduate degree/major program at Athens State University must satisfy all University requirements and meet all financial obligations before a degree is awarded.

To be eligible to receive an undergraduate degree, a student must:

- Complete a minimum of 124 semester hours with at least 25 percent of the degree requirements earned at Athens State University.
- Complete all of the general education and pre-professional courses (Areas I-V) required for the degree or major(s).
- Apply no more than 64 semester hours from a community college, excluding remedial courses (all courses taken will be transferred in but only 64 semester hours from a community college will be applicable toward an undergraduate degree).
- Complete all course requirements for the degree or major(s).
- Complete a minimum of 15 semester hours of upper level (300-400 level) coursework in the major at Athens State University, not including courses taken by reciprocal or visiting arrangements. **College or departmental regulations may require completion of more than 15 semester hours of coursework in the major at Athens State University. These degree-specific requirements are published in the appropriate degree/major section of the University catalog.**
- Attain a minimum institutional grade point average of 2.0 on all coursework attempted at Athens State University, and at least a 2.0 in the major field. **College or departmental regulations may require grade point averages higher than 2.0. These degree-specific requirements are published in the appropriate degree/major section of the University catalog.**
- When applicable, complete all course requirements for a minor with a minimum of six (6) semester hours of upper-level coursework in the minor from Athens State University. College or departmental regulations may require completion of more than six (6) semester hours of coursework in the minor at Athens State University. These specific requirements are published in the appropriate Minors section of the University catalog.
- Apply no more than 64 semester hours of non-traditional/non-graded college credit toward the degree.
- Complete the requirements for teacher certification (when applicable).

The rules, regulations, policies, fees and other charges, courses, programs of study, and academic requirements that appear in this catalog were in effect at the time of its publication and every effort has been made to ensure the accuracy of all information. The contents are published for informational purposes only, and do not constitute a contract between the University and any student, applicant for admission or other person. Statements regarding courses, programs of study, fees, and conditions are subject to change without advance notice.

ADVANCED MANUFACTURING MANAGEMENT (AMM)

Advances in manufacturing technologies – from robotics and sensors to artificial intelligence and machine learning – are changing the way we manufacture products and the way we manage production operations. The Advanced Manufacturing Management (AMM) program provides the comprehensive knowledge of advanced manufacturing technologies, operations management and leadership, supply chain management, accounting and finance, and information systems technologies that students need to effectively lead manufacturing operations. The AMM program prepares students to help production operations compete and succeed in this dynamic business environment.

Bachelor of Science – Advanced Manufacturing Management

EACH STUDENT MUST ASSUME RESPONSIBILITY FOR KNOWING THE ACADEMIC REQUIREMENTS FOR THE DEGREE THAT IS BEING PURSUED.

Program components for the Bachelor of Science degree with a major in Advanced Manufacturing Management:

Applicable General University Requirements

Students earning the Bachelor of Science (BS) degree with a major in Advanced Manufacturing Management must satisfy all general University requirements and meet all financial obligations before a degree is awarded.

General Education Requirements

Area	Discipline/Course	Hours
I	Written Composition	6
II	Humanities/Fine Arts (12 hours total)	
	At least one fine arts course	3
	At least one literature course*	3
	Other courses in humanities or fine arts	6
III	Mathematics and Natural Sciences (11 hours total)	
	Finite math or the equivalent	3
	Natural sciences (lab-based)	8
IV	History/Behavioral and Social Sciences (12 hours total)	
	Two courses in economics	6
	At least one history course*	3
	Other course in history or behavioral/social science	3
	*Students must complete a 6 hour sequence in either Literature (Area II) or History (Area IV).	
	Total General Education Requirement Hours:	41

Major Prerequisite (Pre-Professional) Course Requirements (Area V)

	Discipline/Course	Hours
	CIS 146 Microcomputer Applications <u>or</u> ITE 301 Problem Solving with Computers <u>or</u> GBA 301 Windows Applications for Business	3
	BUS 241 Principles of Accounting I <u>or</u> AC 305 Fundamentals of Accounting I	3
	BUS 242 Principles of Accounting II <u>or</u> AC 306 Fundamentals of Accounting II	3
	BUS 271 Business Statistics I <u>or</u> MTH 265 Elementary Statistics <u>or</u> GBA 305 Stat Methods of Business I	3
	BUS 272 Business Statistics II <u>or</u> GBA 306 Stat Methods of Business II	3
	BUS 263 Legal & Social Environment of Business <u>or</u> BUS 261 Business Law I <u>or</u> GBA 311 Legal Environment of Business	3
	Total Major Prerequisite Requirement Hours:	18
	Total General Education and Major Prerequisite Requirement Hours:	59

Professional Course Requirements

Courses are listed in the order they should be taken. A business knowledge “pretest” is administered in MG 320 Organizational Communication.

	Course	Hours
	UNV 300 Pathways to Success	3
	MG 320 Organizational Communication (<i>MUST be taken 1st semester</i>) or BUS 215 Business Communications	3
	MG 302 Management Information Systems (<i>should be taken 1st semester</i>)	3
	MG 346 Principles of Management and Leadership (<i>should be taken 1st semester</i>) or BUS 275 Principles of Management	3
	AMM 301 History of Manufacturing/Industry 4.0	3
	MG 350 Financial Management	3
	MK 331 Marketing Principles or BUS 285 Principles of Marketing	3
	MG 349 Human Resource Management or BUS 276 Human Resource Management	3
	MG 390 Operations Management	3
	MG 352 International Business or EC 320 International Economics and Trade	3
	LSM 330 Logistics and Supply Chain Management in the Global Environment	3
	AMM 302 Manufacturing Materials and Processes	3
	MG 392 Manufacturing Planning in Lean Production	3
	AMM 400 The Technologies of Industry 4.0	3
	MG 417 Management of Change or MG 418 Management of Technology	3
	MG 421 Lean Six Sigma White Belt	3
	OHSM 300 Creating and Maintaining a Culture of Safety	3
	MG 420 Business Policy (<i>Capstone course: A final average of at least 70% must be achieved. Course should be taken final semester.</i>)	3
	MG 480 Seminar in Business (<i>Senior seminar: A final average of at least 70% must be achieved. Course should be taken final semester.</i>)	1
	UNV 400 Career Seminar	1
	Total Professional Requirement Hours:	56

Assessment Exam: All College of Business majors must earn an acceptable score on an assessment exam in MG 420 Business Policy containing questions dealing with the skill and competency areas around which the curriculum is based.

General Electives

	Elective hours as needed to meet minimum 124 hour requirement and all other general University requirements	9
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	Hours
Total Minimum Hours Required for Completion of Advanced Manufacturing Management Major	124

OCCUPATIONAL HEALTH AND SAFETY MANAGEMENT (OHSM)

The objective of the Occupational and Safety Management program is to provide a hands-on, practical and applied Bachelor of Science degree. The major is designed to assure the development of competencies that enable innovative approaches in the establishment and direction of comprehensive occupational health and safety management programs in educational, governmental and private business and industrial enterprises. The curriculum emphasizes compliance with regulations and standards, hazardous materials and waste, workplace design, workplace security, fleet safety, fire abatement, emergency preparedness, incident investigation, workplace training, cost containment, environmental permitting, sustainability and improving workplace conditions that impact an employee's well-being and safety management. In addition, this major provides an academic framework for future graduate study. The Occupational Health and Safety Management degree encompasses the traditional business curriculum which includes coursework in accounting, finance, management, marketing, management information systems, global business, strategic management, and production theories/concepts.

EACH STUDENT MUST ASSUME RESPONSIBILITY FOR KNOWING THE ACADEMIC REQUIREMENTS FOR THE DEGREE THAT IS BEING PURSUED.

Program components for the Bachelor of Science degree with a major in Occupational Health and Safety Management:

Applicable General University Requirements

Students earning the Bachelor of Science (BS) degree with a major in Occupational Health and Safety Management must satisfy all general University requirements and meet all financial obligations before a degree is awarded.

General Education Requirements

Area	Discipline/Course	Hours
I	Written Composition	6
II	Humanities/Fine Arts (12 hours total)	
	At least one fine arts course	3
	At least one literature course*	3
	Other courses in humanities or fine arts	6
III	Mathematics and Natural Sciences (11 hours total)	
	Finite math or the equivalent	3
	Natural sciences (lab-based)	8
IV	History/Behavioral and Social Sciences (12 hours total)	
	Two courses in economics	6
	At least one history course*	3
	Other course in history or behavioral/social science	3
	*Students must complete a 6 hour sequence in either Literature (Area II) or History (Area IV).	
	Total General Education Requirement Hours:	41

Major Prerequisite (Pre-Professional) Course Requirements (Area V)

	Discipline/Course	Hours
	CIS 146 Microcomputer Applications or ITE 301 Problem Solving with Computers or GBA 301 Windows Applications for Business	3
	BUS 241 Principles of Accounting I or AC 305 Fundamentals of Accounting I	3
	BUS 242 Principles of Accounting II or AC 306 Fundamentals of Accounting II	3
	BUS 271 Business Statistics I or MTH 265 Elementary Statistics or GBA 305 Stat Methods of Business I	3
	BUS 272 Business Statistics II or GBA 306 Stat Methods of Business II	3
	BUS 263 Legal & Social Environment of Business or BUS 261 Business Law I or GBA 311 Legal Environment of Business	3
	Total Major Prerequisite Requirement Hours:	18
	Total General Education and Major Prerequisite Requirement Hours:	59

Professional Course Requirements

Courses are listed in the order they should be taken. A business knowledge “pretest” is administered in MG 320 Organizational Communication.

	Course	Hours
	UNV 300 Pathways to Success	3
	MG 320 Organizational Communication (<i>MUST be taken 1st semester</i>) or BUS 215 Business Communications	3
	MG 302 Management Information Systems (<i>should be taken 1st semester</i>)	3
	MG 346 Principles of Management and Leadership (<i>should be taken 1st semester</i>) or BUS 275 Principles of Management	3
	OHSM 300 Creating and Maintaining a Culture of Safety	3
	OHSM 350 Risk Management and Security in the Workplace	3
	MG 349 Human Resources Management or BUS 276 Human Resource Management	3
	MG 350 Financial Management	3
	MK 331 Marketing Principles or BUS 285 Principles of Marketing	3
	OHSM 373 Hazard Analysis and Regulatory Compliance	3
	OHSM 391 Ergonomics and Human Factors	3
	MG 352 International Business or EC 320 International Economics and Trade	3
	MG 390 Operations Management	3
	OHSM 405 Injury Damage Incidents Evaluation and Reporting	3
	PSHA 448 Managing the Public Safety and Health Emergency	3
	PSHA 451 Environmental Health and Regulation	3
	OHSM 422 Safety Training and Development	3
	MG 420 Business Policy (<i>Capstone course: A final average of at least 70% must be achieved. Course should be taken final semester.</i>)	3
	MG 480 Seminar in Business (<i>Senior seminar: A final average of at least 70% must be achieved. Course should be taken final semester.</i>)	1
	MG 462 Internship in Management	2
	OHSM 474 Management and Integration of Safety Policies and Practices	3
	UNV 400 Career Seminar	1
	Total Professional Requirement Hours:	61

Assessment Exam: All College of Business majors must earn an acceptable score on an assessment exam in MG 420 Business Policy containing questions dealing with the skill and competency areas around which the curriculum is based.

General Electives

	Elective hours as needed to meet minimum 124 hour requirement and all other general University requirements	4
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		Hours
	Total Minimum Hours Required for Completion of Occupational Health and Safety Management Major	124