

Business Administration

Major

The Business Administration Major provides a broad base of business and general education course requirements combined with the study of management and business. Students will concentrate on marketing, human resources, management, accounting, economics, communication, information technology and general education studies in the arts and sciences. Completion of the Business Administration degree is an academic accomplishment that increases employment potential and is an important steppingstone toward attainment of a bachelor degree. **This degree can be earned in the classroom or fully online.** Students enrolled in the online degree are required to have a webcam and microphone. Additional equipment needs are listed in the College catalog under "Center for Distance Education."

This major which explores all facets of business, increases students' employment potential. Students can choose from three delivery formats: traditional, distance education, or one night a week. Designed for working adults, the one night a week format may be completed within 24 months. With classes just one night a week, students can continue to work full-time while gaining new knowledge to help advance in their careers.

Articulation Agreements

Rhodes State has agreements with a number of four-year institutions allowing individuals to transfer after graduation to complete baccalaureate degree programs. These articulation agreements function with the receiving institution accepting the two-year program credits awarded by Rhodes State as the first two years of the baccalaureate requirements. Generally two additional years of full-time study completes the bachelor's degree.

Faculty

All members of the Business Management faculty have extensive professional job experience. An Advisory Board Committee, consisting of members drawn from local businesses, has input into curriculum development. Members help the faculty and administration keep abreast of recent changes in the marketplace.

For More Information, Contact:

Admissions Office
Rhodes State College
4240 Campus Drive
Lima, OH 45804
Email: enroll@RhodesState.edu
(419) 995-8320

Curriculum

Course ID	Course Title	Contact Hours	Credit Hours
First Year First Semester			
COM-1110	English Composition	3	3
COM-2110	Public Speaking	3	3
CPT-1250	Computer Applications in the Workplace	4	3
MGT-1010	Principles of Management	3	3
MGT-1050	Introduction to Entrepreneurship	3	3
SDE-1010	First Year Experience	1	1
		Total 16	
First Year Second Semester			
COM-1160	Business Communications	3	3
ECN-1410	Macro Economics	3	3
MGT-1250 MGT-1260	Team Building OR Team Leadership	3	3
*MTH-1100	Math of Business	3	3
PSY-1010	General Psychology	3	3
Elective	Technical Elective (see page 111)	3	3
		Total 18	
Second Year First Semester			
ACC-1010	Corporate Accounting Principles	4	4
BUS-2100	Business Law	3	3
ECN-1430	Micro Economics	3	3
MKT-1010	Principles of Marketing	3	3
AOT-2640 AOT-2650	Spreadsheet OR Database Applications	4	3
		Total 16	
Second Year Second Semester			
ACC-1020	Managerial Accounting Principles	4	4
HST-1620	American History Since 1877	3	3
MGT-2000	Human Resource Management	3	3
MGT-2010	Organizational Behavior	3	3
MGT-2490	Applications in Bus. Administration	2	2
MGT-2300 MGT-2300P	Business Administration Seminar/Practicum	2	2
		Total 17	
		Total Program Credit Hours 67	

✎ = Portfolio Course ✎ = Capstone Course

See catalog or Chair for listing of electives.

One Night a Week Program

The One Night a Week Program allows working adult students to stay on the leading edge of the job market and help them complete a Business Administration Associates degree beneficial to career advancement. The degree builds students' skills to become more effective employees, supervisors, managers and leaders. Working adult students develop competencies in management, marketing, interpersonal relations and team building, financial management, information systems, and other areas.

Students begin the One Night a Week Program with a group or cohort of peers and graduate in less than 24 months. Classes meet only one night a week for a four-hour session making it easier for working adults to balance school, work and family responsibilities. The class sequence flows seamlessly. This degree option has special admissions criteria.

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Certificates

Business Administration Certificate

COM-1110	English Composition	3
CPT-1250	Computer Applications in the Workplace	3
MGT-1010	Principles of Management	3
MGT-1250	Team Building OR	
MGT-1260	Team Leadership	3
MGT-2000	Human Resource Management	3
MKT-1010	Principles of Marketing	3
MTH-1100	Math of Business	3

Total Credit Hours 21

Business Management Certificate

ACC-1010	Corporate Accounting Principles	4
COM-1110	English Composition	3
COM-1160	Business Communications	3
CPT-1250	Computer Applications in the Workplace	3
MGT-1010	Principles of Management	3
MGT-1250	Team Building	3
MGT-2000	Human Resource Management	3
MKT-1010	Principles of Marketing	3
MTH-1100	Math of Business	3

Total Credit Hours 28

Human Resource Management Certificate

COM-1110	English Composition	3
CPT-1250	Computer Applications in the Workplace	3
MGT-1010	Principles of Management	3
MGT-2060	Employee & Labor Relations	3
MGT-2410	Employee Selection & Placement	3
MGT-2435	Benefits and Compensation	3
MGT-2440	Training, Dev and Safety	3

Total Credit Hours 21

Entrepreneurialship Certificate

ACC-1010	Corporate Accounting Principles	4
BUS-2100	Business Law	3
COM-1110	English Composition	3
ECN-1430	Microeconomics	3
MGT-1050	Introduction to Entrepreneurship	3
MGT-1010	Principles of Management	3
MGT-1250	Team Building	3
MGT-2000	Human Resource Management	3
MGT-2130	Entrepreneurship Business Plan Development	3
MKT-1010	Principles of Marketing	3
ACC-1050	QuickBooks – OR – MTH-1100 Math of Business	2/3

Total Credit Hours 33-34

Marketing Certificate

COM-1110	English Composition	3
CPT-1250	Computer Applications in the Workplace	3
MGT-1010	Principles of Management	3
MKT-1010	Principles of Marketing	3
MKT-1500	Consumer Behavior	2
MKT-2110	Advertising and Sales Promotion	3
MKT-2210	Comprehensive Sales Techniques	3
MTH-1100	Math of Business	3

Total Credit Hours 23

Team Leadership Certificate

COM-1110	English Composition	3
CPT-1250	Computer Applications in the Workplace	3
MGT-1010	Principles of Management	3
MGT-1250	Team Building OR	
MGT-1260	Team Leadership	3
MGT-2010	Organizational Behavior	3
PSY-1010	General Psychology	3

Total Credit Hours 18

Social Media Certificate

COM-1110	English Composition	3
CPT-1050	Technology Basics for IT Professionals	3
CPT-1440	Internet Usage and Web Page Development	1
CPT-1580	Intro to Graphic Layout and Design	3
CPT-1850	Webpage Layout and Design	3
CPT-2670	Creating and Editing Digital Graphics	6
MKT-1010	Principles of Marketing	3
MKT-2110	Advertising and Sales Promotion	3
MKT-2210	Comprehensive Sales Techniques	3

Total Credit Hours 28

Gainful Employment

See www.RhodesState.edu/GainfulEmployment for additional information.

The Management and Marketing Program is accredited by the Association of Collegiate Business Schools and Programs (ACBSP).