

# MANAGEMENT AND LEADERSHIP STUDIES, ASSOCIATE IN SCIENCE DEGREE

**Banner Code:** 1\_AS\_MGMT  
**Financial Aid Eligible**

The Management and Leadership Studies certificate program is designed to build and/or upgrade skills in leading and managing people while enhancing individual and organizational effectiveness within the workplace. Courses emphasize leading, organizing, planning, communicating, training, and controlling.

Complete the Certificate of Achievement and the Associate in Science Graduation Requirements as outlined in the Graduation Requirements section of the catalog.

## Program Outcomes

1. Function effectively in a leadership or management role using the skills, principles, and tools they have acquired.
2. Apply the leadership and management principles they have learned in their personal and/or organizational lives.
3. Distinguish between the qualities of effective and ineffective leaders and managers.
4. Analyze the ethical dimensions of effective leaders and managers in everyday conduct and decision making.
5. Demonstrate effective written and/or oral skills.

Review Graduation Requirements (<https://catalog.cccd.edu/orange-coast/graduation-requirements/associate-degree/>) and General Education (<https://catalog.cccd.edu/orange-coast/general-education-patterns/>).

Course	Title	Units
<b>Required Courses</b>		
BUS A100 or BUS A100H	Introduction to Business Introduction to Business Honors	3
BUS A110	Business Law	3
BUS A139	Business Communication	3
CIS A100/A100H	Introduction to Computer Applications	3
CMST A100	Interpersonal Communication	3
LEAD A180	Personal Leadership	3
LEAD A200	Organizational Leadership	3
MGMT A100	Applied Management for Public and Private Organizations	3
MGMT A115	Human Relations and Supervision	3
MGMT A239 or BUS A239	Professional Communication Professional Communication	3
MKTG A110 or CMST A110	Professional Selling Public Speaking	3
<b>Restricted Electives</b>		3-4
ACCT A101	Financial Accounting	

Course	Title	Units
ACCT A102	Managerial Accounting	
BUS A120	Personal Financial Success	
BUS A240	Entrepreneurship	
CMST A110	Public Speaking	
MKTG A100	Introduction to Marketing	
MKTG A110	Professional Selling	
PHIL A120	Ethics	
<b>Total Units</b>		<b>36-37</b>

Requirement	Units
Minimum Program Major Units	36-37
AS General Education Option 1, 2, or 3	Varies
Transferable electives to satisfy unit requirement	Varies
Total Minimum Degree Units	60

## Program Sequence

These sequences at Orange Coast College are general course curriculum maps for students to finish all major and general education requirements for two-year completion of degrees, and/or fulfillment of transfer requirements. The course sequence may include course prerequisites and other placement requirements. **Students are advised to meet with an Orange Coast College Counselor to review course selections and sequences to ensure that completion of this program will meet a student's transfer and career goals.**

Course	Title	Units
<b>Year 1</b>		
<b>Semester 1</b>		
LEAD A200	Organizational Leadership	3
BUS A100 or BUS A100H	Introduction to Business or Introduction to Business Honors	3
CMST A100	Interpersonal Communication	3
MGMT A100	Applied Management for Public and Private Organizations	3
OCC AS GE AREA A1 - CHOOSE ONE		3
<b>Units</b>		<b>15</b>
<b>Semester 2</b>		
BUS A139	Business Communication	3
LEAD A180	Personal Leadership	3
MGMT A115	Human Relations and Supervision	3
CIS A100/A100H	Introduction to Computer Applications	3
BUS A110	Business Law	3
<b>Units</b>		<b>15</b>
<b>Summer</b>		
OCC AS GE AREA B- CHOOSE ONE		3-4
<b>Units</b>		<b>3-4</b>
<b>Year 2</b>		
<b>Semester 1</b>		
BUS A239 or MGMT A239	Professional Communication or Professional Communication	3
MKTG A110 or CMST A110	Professional Selling <sup>1</sup> or Public Speaking	3
AS RESTRICTED ELECTIVE- CHOOSE ONE		3-4

Course	Title	Units
ACCT A101	Financial Accounting	
ACCT A102	Managerial Accounting	
BUS A120	Personal Financial Success	
BUS A240	Entrepreneurship	
CMST A110	Public Speaking	
MKTG A100	Introduction to Marketing	
MKTG A110	Professional Selling	
PHIL A120	Ethics	
OCC AS GE AREA C1- CHOOSE ONE		3
<b>Units</b>		<b>12-13</b>
<b>Semester 2</b>		
OCC AS GE AREA C2- CHOOSE ONE		3
OCC AS GE AREA D- CHOOSE ONE		3
Select one of the following or satisfy Math competency (completion of High School Algebra 2 with a "C" or better)		3-4
MATH A030	Intermediate Algebra <sup>2</sup>	
or MATH A045	or Combined Elementary and Intermediate Algebra	
ELECTIVE (DEGREE APPLICABLE) <sup>3</sup>		6
<b>Units</b>		<b>15-16</b>
<b>Total Units</b>		<b>60-63</b>

<sup>1</sup> CMST A110- OCC AS GE AREA C2

<sup>2</sup> Math A030 or higher OR take 3-4 degree applicable elective units  
if math competency was met through completion of High School  
Algebra 2 with a "C" or better; \*100-level Math courses satisfy AS Math  
Requirement and OCC AS GE AREA A2

<sup>3</sup> VARIES TO REACH MINIMUM 60 DEGREE APPLICABLE UNITS