

# Program Overview

The Bachelor of Applied Science in Applied Management (BAS) program at Peninsula College is designed to enable applicants with AAS, AAS-T, AA, and AS degrees to combine their lower-division technical or transfer preparation, regardless of the discipline, with upper-division credits in business management, resulting in a practical, application-oriented, four-year degree. The BAS Program has been developed to meet the employment needs of the Olympic Peninsula and to prepare its graduates for entry-level management positions and career advancement in the wide range of fields found on the Peninsula and elsewhere.

The BAS program seeks a diverse group of applicants. In order to meet the needs of working adults, classes meet primarily evenings and occasionally on weekends. All in-class instruction occurs on Peninsula College's Port Angeles campus. A portion of the course work is completed online.

In addition to meeting the employment needs of the Olympic Peninsula, the Peninsula College BAS degree is designed with academic rigor enabling graduates to apply directly to the University of Washington, Washington State, and other university MBA programs.

The BAS program admits one class each fall. The review of applications begins in February, with applications accepted and reviewed until the class of 35 students is filled.

## **Internship: A Signature Feature**

A special feature of the BAS program is its required two quarters of internship. Students may participate in a single-site work experience spanning both quarters, or choose to gain experience and exposure in two different work settings. Internships may be selected from the private, public and/or tribal sectors. Staff is available to assist in the development of these opportunities. A description of the internship is available online.

## **Program of Study**

The Bachelor of Applied Science in Applied Management curriculum includes core courses in accounting, management theory, organizational behavior, strategic management, business statistics, and the legal environment for business. It also allows for electives drawn from marketing, economics, management information systems, human resource management, technical writing, advanced accounting, and similar courses. Students will also complete three courses providing exposure to the humanities, social sciences, science and information technology. BAS program graduates can anticipate opportunities in management positions across a wide range of industries.

# Prerequisites

While admission to the program is competitive, all interested and qualified individuals are encouraged to apply.

Applicants must have:

an AAS or AAS-T degree (GPA of 2.0 or better)

OR

AA or AS degree (GPA of 2.0 or better) PLUS two years of work experience.

Applicants must have completed:

Any 100-level math course (5 credits/2.0 GPA or better, with Math 099 as a prerequisite)

ENGL 101 (5 credits/2.0 GPA or better)

Social Science (5 credits)

General Education (5 credits)

What you'll need to succeed:

Applicants should have strong skills in Excel, Word, Powerpoint and the use of an email program. Those accepted to the program will have their skills in these programs assessed and, if results indicate improvement is needed, they will be given training prior to classes.

BAS classes have an online component. If needed, an overview of web-based learning can be gained at a Peninsula College short course, HUMDV 101, "Online Classroom Success."

## **Curriculum**

### **Course Descriptions**

**BAS 310, Foundations of Management Theory and Practice**

An exploration of the organization theory literature focusing on major theoretical perspectives and content area; includes: design of organizational structure and control systems; analysis of organization-environment relations, including inter-organizational relationships; managing organizational technology and innovation; information processing and decision making; and organizational culture, conflict and power.

**BAS 301, Managerial Accounting**

This course is intended for students in the Bachelor of Applied Science (B.A.S.) in Applied Management program where understanding of the basic principles of financial and managerial accounting is essential in the successful execution of management responsibilities. The course defines financial statement interrelationships, financial analysis, product costing, budgetary control systems, and information reporting for the planning, coordinating, and monitoring the performance of a business.

**ENGL 325, Professional and Organizational Communication**

Business writing course required for students seeking the four-year bachelor of applied science, applied management (BAS) degree. Production of business documents, including reports, proposals, letters, memos, essays, emails, and performance evaluations. Group projects and oral presentations. Review of business writing style, paragraphing, grammar, and document formatting. Prerequisite: English 101 and proficiency in Word and Power Point required.

**BAS 325, Legal Environments in Business**

(description pending)

### ECON 352, Managerial Economics

Use of quantitative methods in economic decision making. Topics include application of demand theory, cost theory, and strategic pricing; capital budgeting and risk; use of sampling theory and inferential statistics as an estimation technique. Prerequisites: MATH 146; ENG 102 or ENG 325.

### BAS 320, Organizational and Interpersonal Behavior

Course provides the tools for understanding the organizational actions of individuals, groups and organizations; relates theory and research to organizational problems by reviewing advanced concepts in motivation and perception, decision-making, communication and influence, group behavior, conflict and cooperation, politics, corporate culture, organizational structure and environmental influences.

### MATH& 146, Statistics

Introduction to methods and applications of elementary descriptive and inferential statistics; probability, binomial and normal distributions, hypotheses testing, correlations, t-tests, and chi-squared tests.

### BAS 490, Strategic Management and Policy

Strategic issues facing organizations, including top management decision making and social responsibility; environmental and industry analysis; establishing organizational mission and objectives; corporate, business and functional level strategy formulation; global and multi-domestic strategies; strategic implementation and control; integrating operations, finance, marketing and human resource strategies; case analysis. (5 credits) Prerequisites: BAS 310, 320, 435.

### BAS 435, Managerial Leadership and Operations Management

Unique aspects of managing and growing small to medium sized businesses including strategic and operational planning; ethical issues; organizational controls and tools; marketing management and techniques; financial analysis and accounting; risk management; human resource management; and international opportunities. (5 credits) Prerequisites: BAS 301, BAS 310.

### BAS 340, Applied Financial Management

An introduction to the application of financial management principles. It includes the analysis of financial statements for planning and control, cash and capital budgeting, risk and return, capital structure, and financing the short- and long-term requirements of the firm. Students will apply the basic tools and techniques used to value a firm and evaluate and fund prospective investment opportunities. Prerequisite: BAS 301.

## **General Education Electives**

Students are required to select three (3) of the following Integrative Seminars (see \*note below):

INT 330 -- Integrative Humanities Seminar

Example of Theme-Based Content: Literature, Philosophy, Art, Music, Language and/or Speech may be used to examine interrelations among global and cross-cultural communities and/or to strengthen communication among diverse populations.

#### INT 340 -- Integrative Social Science Seminar

Example of Theme-Based Content: Sociology, Anthropology, Economics and Political Science may be used to explore the dynamics of the communities surrounding Tze-whit-zen and how varying perspectives impact local economics, the political process and cultural life.

#### INT 350 -- Integrative Science Seminar

Example of Theme-Based Content: Biology and Chemistry may be used to apply scientific inquiry and quantitative reasoning to the study of environmental changes along the Elwha watershed; the impact of development along major waterways, wetlands and natural habitats; and/or identification of information necessary to the sound management of these resources.

#### INT 360 -- Integrative IT Seminar

Example of Theme-Based Content: Networking Infrastructure, Systems Administration and Information Literacy may be used to research, adapt and disseminate best practices in economic development for rural communities.

\*Note: The two Integrative Seminars offered during the 2007-08 academic year were:

#### ECON 350 – Political Economy

Theories of political economy are used to critically examine the laws governing the distribution of income between classes. This analysis is informed by the historical transformation of capitalism from feudalism, and involves a study of original texts, including works by Smith, Mill, Marx and Veblen. Engl 112, or 325; or permission of instructor required. This course fulfills one of the INT requirements for the BAS program.

#### IS 330 – Explorations in the Humanities

Explorations in the Humanities approaches the humanities by focusing on the arts—painting, sculpture, architecture, literature, drama, music, dance, film, television and video art, and photography—forms which provide people with a variety of ways to examine and express their insights and questions about what it means to be human. In the context of this arts-centered approach, engagement with all the disciplines in the humanities, as well as with the natural and social sciences, will be made.

The specific Integrative Seminar topics will change annually. As additional Seminars are offered, they will be posted on the BAS Web page.

### **Applied Management Electives**

Students are required to complete three (3) Applied Management electives from among existing 100- and 200-level courses, such as:

BA 220 – International Business

BA 251 – Principles of Accounting I

BA 252 – Principles of Accounting II

BA 253 – Principles of Accounting III

BA 270 – Management Information Systems

BA 274 – Introduction to E-Commerce

BA 282 – Principles of Marketing

ECON 201 – Principles of Macroeconomics

### **Internships**

Students are required to complete two (2) quarters of internship. They may complete both quarters at the same site, or select two different sectors and/or locations. Prerequisites: BAS 301, BAS 310, BAS 320, BAS 340, BAS 435, ENGL 325, Math& 146.

BAS 460, 461 – Internship in Private Sector

BAS 462, 463 – Internship in Public Sector

BAS 464, 465 – Internship in Tribal Sector

## **Sample Schedules**

Students who want to complete the BAS Applied Management degree in two or three years will follow one of the following schedules:

### Two-Year BAS Schedule

#### 1st Quarter

BAS 310, Foundations of Management Theory and Practice BAS 301, Managerial Accounting  
ENGL 325, Professional and Organizational Communication

#### 2nd Quarter

BAS 320, Organizational and Interpersonal Behavior

MATH& 146, Statistics

General Education Elective

#### 3rd Quarter

BAS 435, Managerial Leadership and Operations Management

BAS 340, Applied Financial Management

General Education Elective

#### 4th Quarter

BAS 325, Legal Environments in Business

ECON 305, Managerial Economics General Education Elective

#### 5th Quarter

BAS 485, Organizational Entrepreneurship Internship

Applied Management Elective

#### 6th Quarter

BAS 490, Strategic Management and Policy Internship

Applied Management Elective

### Three-Year BAS Schedule

1st Quarter BAS 310, Foundations of Management Theory and Practice  
ACCT 301, Managerial Accounting

#### 2nd Quarter

BAS 320, Organizational and Interpersonal Behavior  
ACCT 340, Applied Financial Management

#### 3rd Quarter

BAS 435, Managerial Leadership and Operations Management  
MATH 281, Statistics

#### 4th Quarter

ENGL 325, Professional and Organizational Communication  
ECON 305, Managerial Economics

#### 5th Quarter

BAS 485, Organizational Entrepreneurship General Education Elective

#### 6th Quarter

General Education Elective  
Applied Management Elective

#### 7th Quarter

BAS 325, Legal Environments in Business General Education Elective

#### 8th Quarter

Applied Management Elective Internship

#### 9th Quarter

BAS 490, Strategic Management and Policy  
Internship