



Organizational Leadership
Associate of Applied Business in Business Management
course descriptions

BUS121 – Business Administration

A survey course designed to develop a comprehension of business theories and principles. Students will examine the following: American business development, management and organization, human resources, marketing, information for business strategy, decision making, finance and investment. Upon completion, students should be able to demonstrate an understanding of the above topic areas and have a foundation for studying other business subjects.

3.000 Credit hours

3.000 Lecture hours

Levels: Undergraduate

Schedule Types: Independent Study, Lecture, W2 Web/Lecture, W3 Total Web, W4 Virtual

Business/ Entrepreneurial Division

Business Mgt/Entrep Department

MGT121 – Principles of Management

This course provides an in-depth, balanced overview of management through coverage of basic management functions: planning, organizing, staffing, directing and controlling. Presents the current insights of open-systems theory, contingency theory, organization theory, organizational behavior and contemporary management science. Upon completion, students should be able to demonstrate an understanding of the above topic areas. TAG OBU012 approved effective Summer 2018.

3.000 Credit hours

3.000 Lecture hours

Levels: Undergraduate

Schedule Types: Independent Study, Lecture, W2 Web/Lecture, W3 Total Web, W4 Virtual

Business/ Entrepreneurial Division

Business Mgt/Entrep Department

Course Attributes:
TAG Approved Course

MGT221 - Supervision

This course is organized around the employee in order to emphasize the importance of working with others. Some specific areas covered are the role of the supervisor, basic concepts of office functions, management of information, motivation, sources of power and authority, work simplification and group dynamics. Upon completion, students should be able to apply current management theory to situations that occur at the supervisory level.

3.000 Credit hours

3.000 Lecture hours

Levels: Undergraduate

Schedule Types: Independent Study, Lecture, W2 Web/Lecture, W3 Total Web, W4 Virtual

Business/ Entrepreneurial Division

Business Mgt/Entrep Department

MGT223 – Business Decision Making

This course utilizes a multitude of managerial business decision making skills that culminates your business management classroom experience. It involves an actual competitive team-based decision-making computer simulation. The course includes in-depth analysis and research into production, inventory, finance, research and development, pricing, product placement, and industry competitiveness decisions. The course requires teamwork and an understanding of all the areas of business decision making to successfully manage a corporation. Upon completion of this course a student should have a greater understanding of the impact of teamwork, functional department interactiveness, and competitive market analysis on everyday business decisions.

4.000 Credit hours

4.000 Lecture hours

Levels: Undergraduate

Schedule Types: Independent Study, Lecture, W2 Web/Lecture, W3 Total Web, W4 Virtual

Business/ Entrepreneurial Division

Business Mgt/Entrep Department

MGT224 – Human Resource Management

Introduction to the effective management of human resources in today's organizations. Emphasis is on the policies and programs necessary to attract, retain and motivate employees. Subjects covered include the legal framework of human resource management, staffing, human resource development, motivation and leadership, compensation, appraisal systems, safety and labor, and management relations. Upon completion, students should be able to demonstrate an understanding of the management of the human resource.

3.000 Credit hours
3.000 Lecture hours

Levels: Undergraduate

Schedule Types: Independent Study, Lecture, W2 Web/Lecture, W3 Total Web, W4 Virtual

Business/ Entrepreneurial Division
Business Mgt/Entrep Department

MGT227 – Operations Management

This course examines the concepts for designing, planning and improving manufacturing and service organizations. It covers many of the computational techniques applied to problems of efficiently converting inputs into outputs. The areas covered include project management, forecasting, capacity planning, work measurement, quality and statistical quality control, supply chain, plant location, layout scheduling, materials management and maintenance. Upon completion, students should be able to demonstrate an understanding of operations management principles.

4.000 Credit hours
4.000 Lecture hours

Levels: Undergraduate

Schedule Types: Independent Study, Lecture, W2 Web/Lecture, W3 Total Web, W4 Virtual

Business/ Entrepreneurial Division
Business Mgt/Entrep Department

MKT121 – Principles of Marketing

This course is an introduction to the important role that marketing plays in the successful operation of various enterprises that operate in both the domestic and international arenas. Emphasis is on developing marketing strategies needed to compete effectively in today's rapidly changing competitive environment. Customer buying behavior, market segmentation, quality customer service, the elements of product, distribution, pricing and promotion strategies are examined. Upon completion, students should be able to demonstrate an understanding of the above topic areas. OBU006

3.000 Credit hours
3.000 Lecture hours

Levels: Undergraduate

Schedule Types: Independent Study, Lecture, W2 Web/Lecture, W3 Total Web, W4 Virtual

Business/ Entrepreneurial Division
Business Mgt/Entrep Department

Course Attributes:
TAG Approved Course

MGT222 – Small Business Management

This course focuses on launching and operating a small business. Developing a business plan is an integral part of the coursework. Upon completion of the course, students will have an understanding of the multitude of issues involved in owning a small business and how to develop and utilize a business plan in a small business.

3.000 Credit hours

3.000 Lecture hours

Levels: Undergraduate

Schedule Types: Independent Study, Lecture, W2 Web/Lecture, W3 Total Web, W4 Virtual

Business/ Entrepreneurial Division

Business Mgt/Entrep Department

MGT232 – International Business

This course focuses on the economic, social and cultural considerations of doing business overseas. The globalization of markets and the growth of overseas business ventures is explored. The need to develop varied techniques for managing people from other cultural backgrounds, the means of minimizing risks in financial transactions, and development of systems for coordinating and controlling operations will be stressed. Techniques to overcome international business barriers are covered. Upon completion, students should be able to demonstrate an understanding of the economic, social and cultural considerations of doing business worldwide.

3.000 Credit hours

3.000 Lecture hours

Levels: Undergraduate

Schedule Types: Independent Study, Lecture, W2 Web/Lecture, W3 Total Web, W4 Virtual

Business/ Entrepreneurial Division

Business Mgt/Entrep Department

MKT221 – Sales

The selling process is introduced in detail. Securing and opening the sales interview, delivering the sales presentation, answering objections and closing the sale are all incorporated during the semester. The student will be required to give a sales presentation in class. Upon completion, students should understand the selling process and be able to make an effective sales presentation.

3.000 Credit hours

3.000 Lecture hours

Levels: Undergraduate

Schedule Types: Independent Study, Lecture, W2 Web/Lecture, W3 Total Web, W4 Virtual

Business/ Entrepreneurial Division

Business Mgt/Entrep Department

MKT226 – Supply Chain Management

An introduction to the processes and activities associated with cost-effective industrial procurement and the internal management of all materials and equipment needed by a manufacturer to produce products or provide services. Upon completion, students should be able to demonstrate an understanding of the processes and activities associated with cost effective purchasing. effective Summer 2016: CTSCM001

3.000 Credit hours

3.000 Lecture hours

Levels: Undergraduate

Schedule Types: Independent Study, Lecture, W2 Web/Lecture, W3 Total Web, W4 Virtual

Business/ Entrepreneurial Division

Business Mgt/Entrep Department

Course Attributes:

CTAG Approved Course

Restrictions:

Must be enrolled in one of the following Levels:

Undergraduate

Prerequisites:

Undergraduate level MKT 121 Minimum Grade of D

SSC101 Student Success Seminar

This course is designed to aid students in gaining the skills necessary for academic success at Stark State College (SSC). Topics include learning styles, critical thinking, time management, study and test-taking techniques, communication skills, and a variety of personal development strategies. Students will learn how to access and use SSC resources such as mystarkstate, the College's Learning Management System (LMS), Digital Library, Writing Center, Career Development, advising, tutoring, and other College support services. This course also fosters connections between students, their respective academic divisions, and their classmates. Upon completion of this course, students should be able to incorporate into their degrees or certificate programs the tools and skills necessary to be academically and professionally successful.

1.000 Credit hours

1.000 Lecture hours

Levels: Undergraduate

Schedule Types: Lecture/Lab, Lecture, W2 Web/Lecture, W3 Total Web

Educ/ Liberal Arts/ Math Division

General Studies Department

Course Attributes:

Open Educational Resources

ACC128 – Accounting Basics for Managers

This course is an introduction to the language of accounting, cost concepts and financial reporting. The emphasis is on the use of financial information to understand the operations of a business and to make choices which best position the entity for future success. Upon completion of this course, students should be able to interpret and analyze financial information and use that information in business decision-making.

4.000 Credit hours

4.000 Lecture hours

0.000 Lab hours

Levels: Undergraduate

Schedule Types: Independent Study, Lecture, W2 Web/Lecture, W3 Total Web, W4 Virtual

Business/ Entrepreneurial Division

Accounting/Finance Department

Restrictions:

Must be enrolled in one of the following Levels:

Undergraduate

Prerequisites:

(Undergraduate level MTH 108 Minimum Grade of D or Undergraduate level MTH 124 Minimum Grade of D or Undergraduate level MTH 125 Minimum Grade of D) and (Undergraduate level IDS 102 Minimum Grade of B or ACT Reading 18 or SAT Verbal 480 or Compass Reading 080 or Accuplacer Reading 070 or NextGen Accuplacer Reading 246 or Reading Proficiency 3 or GED Reasoning Through Lang Art 1 or IDS Transfer Prof/Placement 3)

ACC130 – Business Law and Ethics

An examination of the functions of the legal system in the business environment. This course includes the study of traditional business law topics and other basic topics applicable to business. A close examination of the intersection between professional ethical decision-making and the legal system as it applies to business. Upon completion, students should be able to demonstrate

competence in the fundamental concepts of business law and ethics. TAG approved course- OBU004 effective Summer 2018

3.000 Credit hours
3.000 Lecture hours

Levels: Undergraduate
Schedule Types: Independent Study, Lecture, W2 Web/Lecture, W3 Total Web, W4 Virtual

Business/ Entrepreneurial Division
Accounting/Finance Department

Course Attributes:
TAG Approved Course

BUS221 – Microeconomics

An in-depth study of microeconomic concepts and principles such as supply and demand, price elasticity, production costs, different market structures, income distribution, marginal analysis, and other issues relating to global economics. Upon completion of this course, students should be able to demonstrate an understanding of these topics and be able to apply them to business. TAG OSS004 approved Spring 2012. TMSBS approved Spring 2012.

3.000 Credit hours
3.000 Lecture hours

Levels: Undergraduate
Schedule Types: Independent Study, Lecture, Online Virtual (WEB), W2 Web/Lecture, W3 Total Web, W4 Virtual

Business/ Entrepreneurial Division
Business Mgt/Entrep Department

Course Attributes:
Instant Access Available, TAG Approved Course, Transfer Module Approval

BUS222 – Macroeconomics

An in-depth study of macro-economic concepts and principles such as market supply and demand, unemployment and inflation, monetary and fiscal policy, national income accounting and Classical and Keynesian models. Upon completion, students should be able to apply and demonstrate an understanding of the above topics relative to today's economy. TAG approved course- OSS005 effective Fall 2005. TMSBS Approved effective Autumn 2008.

3.000 Credit hours
3.000 Lecture hours

Levels: Undergraduate

Schedule Types: Independent Study, Lecture, W2 Web/Lecture, W3 Total Web, W4 Virtual

Business/ Entrepreneurial Division
Business Mgt/Entrep Department

Course Attributes:

Instant Access Available, TAG Approved Course, Transfer Module Approval

COM121 – Effective Speaking

This course is designed to introduce students to the process of researching, writing, and presenting speeches. Students will explore the basic theories and principles of oral communication and will write and deliver formal speeches throughout the course. Areas of concentration include researching, outlining, organizing, language, verbal and nonverbal delivery, critical listening, and persuasion. TAG OCM004, summer 2007 TMCOM, Autumn 2008

3.000 Credit hours

3.000 Lecture hours

Levels: Undergraduate

Schedule Types: Independent Study, Lecture, W2 Web/Lecture, W3 Total Web, W4 Virtual

Educ/ Liberal Arts/ Math Division
Arts, Humanities & Rdg Department

Course Attributes:

Open Educational Resources, TAG Approved Course, Transfer Module Approval

ENG124 – College Composition

This course emphasizes writing based on reading response with review of essay development, grammar, and punctuation. Emphasis is on the process of drafting, revising, and editing to achieve clarity. A research project requires APA or MLA documentation. TMEC Approved effective Autumn 2008.

3.000 Credit hours

3.000 Lecture hours

Levels: Undergraduate

Schedule Types: Lecture/Lab, Independent Study, Lecture, W2 Web/Lecture, W3 Total Web, W4 Virtual

Educ/ Liberal Arts/ Math Division
English Department

Course Attributes:

Transfer Module Approval

ITD102 – Computer Applications – Word

This course covers the use, styles and features of word processing programs. Upon completion, students should be able to utilize MS Word as a basic business tool.

1.000 Credit hours

0.000 Lecture hours

2.000 Lab hours

Levels: Undergraduate

Schedule Types: Lecture/Lab, Lecture, W2 Web/Lecture, W3 Total Web, W4 Virtual

Information Tech Division

Administrative Srv Off Applion Department

ITD122 – Computer Applications for Professionals

Computer Applications for Professionals familiarizes students with major Windows-based applications software and introduces the Windows operating system, the Windows networking environment, and practices file and folder maintenance. The focus of the course is to provide students with basic understanding and competence in industry-standard word processing, spreadsheet, database, and presentation software applications that are used to solve scientific, business, and engineering problems.

3.000 Credit hours

2.000 Lecture hours

2.000 Lab hours

Levels: Undergraduate

Schedule Types: Lecture/Lab, Independent Study, Lecture, W2 Web/Lecture, W3 Total Web, W4 Virtual

Information Tech Division

Administrative Srv Off Applion Department

Course Attributes:

TAG Approved Course

AOT226 – Microsoft – Spreadsheet Excel

This course increases knowledge and skills to create and edit worksheets, use formulas and functions, sort and filter detail data visually, and present summary information in a consumable and professional format. Students have the opportunity to master the advanced functionality of Microsoft Excel and to apply those skills to business and personal applications. Although the basic functions of Excel will be covered, areas of focus include creating graphs and charts, using financial functions and analytical tools, linking worksheets and workbooks, importing and manipulating data, using macros (automation of tasks), and using auditing tools. Upon

completion, students should be able to demonstrate proficiency in using Microsoft Excel.

3.000 Credit hours

2.000 Lecture hours

2.000 Lab hours

Levels: Undergraduate

Schedule Types: Lecture/Lab, Lecture, W2 Web/Lecture, W3 Total Web, W4 Virtual

Information Tech Division

Administrative Srv Off Applion Department

MTH118 – Quantitative Reasoning

This is a college-level mathematics course focused on quantitative reasoning in real-world situations and data-analysis for students who are in a non-STEM major. Using numeracy, mathematical modeling, and statistical methods, students will use mathematical language to investigate, describe, analyze, calculate, interpret, and make decisions in real-world scenarios within fields such as personal finance, industry, and civics. OTM approved TMM011 effective summer 2021.

3.000 Credit hours

3.000 Lecture hours

Levels: Undergraduate

Schedule Types: Lecture/Lab, Independent Study, Lecture, W2 Web/Lecture, W3 Total Web

Educ/ Liberal Arts/ Math Division

Mathematics Department

Course Attributes:

Transfer Module Approval

MTH124 – Statistics

This course introduces the student to statistical thinking and the use of statistical methods for gathering and analyzing data. The focus is on graphical, tabular, and numerical methods for summarizing distributions. Fundamental concepts of probability are introduced as well as the concepts of discrete (binomial) and continuous (normal) probability distributions and their importance to inferential statistics. Point estimates and interval estimates of population means and standard deviations are obtained stressing the importance of random sampling. Hypothesis testing of one sample mean and proportions is used for statistical inference. Chi-Square goodness-of-fit test and least squares regression analysis for linear correlation are computed manually and with a statistical package such as SPSS, SAS, Minitab, Excel, or similar technology.

3.000 Credit hours

3.000 Lecture hours

Levels: Undergraduate

Schedule Types: Lecture/Lab, Independent Study, Lecture, W2 Web/Lecture, W3 Total Web, W4 Virtual

Educ/ Liberal Arts/ Math Division
Mathematics Department

Course Attributes:

Instant Access Available, Transfer Module Approval

ENG233 – British Literature: Med to 1785

This course covers British literature from the Middle Ages to the early modern period. Students will read, discuss, and write about works by British authors in their historical and cultural contexts. Emphasis will be placed on the critical reading of the works and techniques used to analyze them. Course is TAG approved OAH055 effective Spring 2010. TMAH Approved effective Spring 2010.

3.000 Credit hours

3.000 Lecture hours

Levels: Undergraduate

Schedule Types: Lecture/Lab, Lecture, Online Virtual (WEB), W2 Web/Lecture, W3 Total Web, W4 Virtual

Educ/ Liberal Arts/ Math Division
English Department

Course Attributes:

TAG Approved Course, Transfer Module Approval

ENG234 – British Literature: 1785 – Present

This course covers British literature from the Romantic to contemporary periods. Students will read, discuss, and write about works by British authors in their historical and cultural contexts. Emphasis will be placed on critical reading of the works and techniques used to analyze them. TMAH Approved effective Spring 2010. TAG approved OAH056 effective Summer 2010.

3.000 Credit hours

3.000 Lecture hours

Levels: Undergraduate

Schedule Types: Lecture/Lab, Lecture, Online Virtual (WEB), W2 Web/Lecture, W3 Total Web, W4 Virtual

Educ/ Liberal Arts/ Math Division
English Department

Course Attributes:

TAG Approved Course, Transfer Module Approval, W3 Web Delivered

ENG236 – American Literature: Colonial to 1865

This course covers American Literature from the time of Native Americans to the Civil War. Students will read, discuss, and write about works by American authors in their historical and cultural contexts. Emphasis will be placed on critical reading of the works and techniques used to analyze them. TAG OAH053 approved Spring 2012. TMAH approved Spring 2012.

3.000 Credit hours

3.000 Lecture hours

Levels: Undergraduate

Schedule Types: Lecture/Lab, Independent Study, Lecture, W2 Web/Lecture, W3 Total Web, W4 Virtual

Educ/ Liberal Arts/ Math Division

English Department

Course Attributes:

TAG Approved Course, Transfer Module Approval, W3 Web Delivered

ENG237 – American Literature: 1865 to present

This course surveys American Literature from the mid- to late-nineteenth century to the present. Students will read, discuss, analyze, and write about works by American authors in their historical and cultural contexts. Emphasis will be placed on critical reading of the works and techniques used to analyze them. THAH approved Spring 2012. TAG approved Summer 2012 OAH054.

3.000 Credit hours

3.000 Lecture hours

Levels: Undergraduate

Schedule Types: Lecture/Lab, Independent Study, Lecture, W2 Web/Lecture, W3 Total Web, W4 Virtual

Educ/ Liberal Arts/ Math Division

English Department

Course Attributes:

TAG Approved Course, Transfer Module Approval, W3 Web Delivered

ENG240 – Women’s Literature

This course explores representative works by women of diverse eras, cultures, historical, social and literary perspectives. Emphasis will be placed on critical reading of the works and techniques used to analyze them, especially in terms of race, ethnicity, class, sexual orientation, and cultural context. Through this analysis, students will gain knowledge and understanding of women's role in the literary tradition and how their roles and views of themselves change and are reflected in their writing. OTM approved TMAH, effective summer 2020

3.000 Credit hours

3.000 Lecture hours

Levels: Undergraduate

Schedule Types: Lecture/Lab, Independent Study, Lecture, W2 Web/Lecture, W3 Total Web, W4 Virtual

Educ/ Liberal Arts/ Math Division

English Department

Course Attributes:

Transfer Module Approval

ENG241 – Major Modern Writers

This course explores the writing of major American and British authors of the twentieth century and after. Students will read, discuss, and write about works by these authors in their historical and cultural contexts. Emphasis will be placed on critical reading of the works; techniques used to analyze them; and their social, historical, and literary significance in relation to the twentieth century and after. TMAH Approved effective Spring 2016.

3.000 Credit hours

3.000 Lecture hours

Levels: Undergraduate

Schedule Types: Lecture/Lab, Independent Study, Lecture, W2 Web/Lecture, W3 Total Web, W4 Virtual

Educ/ Liberal Arts/ Math Division

English Department

Course Attributes:

Transfer Module Approval

HIS121 – US History I - 1877

This course will cover the major trends and ideas in American history from the first settlements in North America to the end of the Civil War and Reconstruction. The economic, social, political and religious beliefs and issues affecting the growth and development of the American nation will be examined, along with the issues that produced conflict in the formative years of our

history. Topics include early settlements and immigration, the growth of the colonies, the American Revolution, westward expansion, sectional conflict and the Civil War. TAG approved OHS010 effective Spring 2012. TMAH approved Spring 2012.

3.000 Credit hours

3.000 Lecture hours

Levels: Undergraduate

Schedule Types: Lecture/Lab, Lecture, W2 Web/Lecture, W3 Total Web, W4 Virtual

Educ/ Liberal Arts/ Math Division

Arts, Humanities & Rdg Department

Course Attributes:

Open Educational Resources, TAG Approved Course, Transfer Module Approval

HIS122 – US History II from 1877

This course will cover the major trends and ideas in American history from the end of Reconstruction to the present. The economic, social, political and religious beliefs and issues affecting the growth and development of the American nation will be examined. Topics discussed will include Industrialization, Immigration, Suffrage, the Great Depression, World War II, the Cold War, Vietnam, the youth movement of the 1960s, Watergate, the Reagan Era, and the United States in the 21st Century.

3.000 Credit hours

3.000 Lecture hours

Levels: Undergraduate

Schedule Types: Lecture/Lab, Lecture, W2 Web/Lecture, W3 Total Web, W4 Virtual

Educ/ Liberal Arts/ Math Division

Arts, Humanities & Rdg Department

Course Attributes:

Open Educational Resources, TAG Approved Course, Transfer Module Approval

PHL122 – Ethics

Uses historical and contemporary theories to examine the role and application of ethics to a variety of personal and professional modern-day situations. TAG approved course- OAH046 effective summer 2020. TMAH Approved effective Autumn 2008.

3.000 Credit hours

3.000 Lecture hours

Levels: Undergraduate

Schedule Types: Independent Study, Lecture, W2 Web/Lecture, W3 Total Web

Educ/ Liberal Arts/ Math Division
Arts, Humanities & Rdg Department

Course Attributes:
TAG Approved Course, Transfer Module Approval