Program Description
The Business program provides students with the skills and knowledge needed to work effectively in a variety of business settings. Each option provides students with a solid foundation in the area of business for their chosen field. In addition, students should develop an appreciation for the social, political and economic environment in which business operates.

Degree Awarded: Associate in Applied Science

General Education Requirements Credit Hours: 18

Economics 3 hours
ECON 2013 Principles of Macroeconomics

English 6 hours
*ENGL 1113 Composition I
and select 3 credit hours from the following courses:
*ENGL 1213 Composition II
*ENGL 2333 Technical/Professional Writing
*ENGL 2343 Business Communication I

Philosophy/Psychology 3 hours
**PHIL/BUSN 1143 Introduction to Ethics: Business Issues
PSYC 1313 Human Relations

Social Science 6 hours
POLS 1113 American Federal Government
and select one course from the following:
HIST 1483 U.S. History 1492 to Civil War Era
HIST 1493 U.S. History Civil War Era to Present

Specialized Course Requirements Credit Hours: 42

Core Business Courses 18 hours

Accounting 3 hours
*ACCT 2213 Financial Accounting

Business 9 hours
BUSN 1053 Introduction to Business
BUSN 1353 Business Mathematics
BUSN 2313 Business Law I

Computer Information Systems 3 hours
CSCI 1203 Computer Concepts and Applications

Economics 3 hours
ECON 1353 Personal Finance

Choose from one of the following four (4) degree options:
1) Administrative Careers Option 24 hours
The Administrative Career option provides a broad selection of understanding and skills necessary to succeed in the many diverse environments. Developing skills sets in accounting, business computers, and digital media as well as general education classes will prepare the student for today’s workforce.

Business 9 hours
*BUSN 2173 Skillbuilding and Document Processing
*BUSN 2643 Procedures for Administrative Careers
*BUSN 2683 Administrative Careers Internship

Computer Information Systems 12 hours
*CSCI 2013 Word
*CSCI 2033 Excel
*CSYS 1033 Adobe Photoshop
*CSYS 1043 Adobe Acrobat

Controlled Electives 3 hours
Select one course from the following:
ALDH 1323 Medical Terminology
MGMT 2413 Law Office Systems and Procedure

2) General Business Option 24 hours

Accounting 3 hours
*ACCT 2223 Managerial Accounting

Business 3 hours
*BUSN 2213 Small Business Management

Economics 3 hours
ECON 2023 Principles of Microeconomics

Management 3 hours
MGMT 2363 Principles of Management

Marketing 3 hours
MKTG 2423 Principles of Marketing

Computer Information Systems 3 hours
Select one course from the following:
*CSYS 2073 MS Office
*CSCI 2033 Excel

General education requirements can be found at: www.tulsacc.edu/gened
Controlled Electives 6 hours
Select two courses from the following:
BUSN 1153 Intro to Hospitality - Hotels, Restaurants and Tourism
BUSN/COMM 2053 Intercultural Communication
ECON 2123 International Economic Issues
*MGMT 2103 Workforce Development Internship
MGMT 2123 Leadership Development
MGMT 2323 Organizational Behavior
*MGMT 2353 Business Policy
MKTG 2343 Customer Service

3) Health Care Business Operations Option 24 hours
This option is designed to prepare students for careers in health care business operations found in physicians’ offices, managed practices, health insurance companies, hospitals, geriatric care facilities, public health entities, clinics, as well as many other health care-related organizations. Students will acquire the knowledge and skills necessary for employment and career building within the health care industry. Emphasis will be on health care business skills and accounting.

Accounting 6 hours
ACCT 2533 Fundamentals of Health Care Accounting
*ACCT 2543 Management Accounting for Health Care Organizations

Allied Health 3 hours
ALDH 1323 Medical Terminology

Business 6 hours
BUSN 1173 Introduction to Health Care Business Operations
*BUSN 2483 Health Care Law

Computer Information Systems 9 hours
CSYS 1022 MS Word for Medical Documents
CSCI 1171 Introduction to Web Page Design
*CSCI 2033 Excel
*CSYS 2073 MS Office

4) Hospitality Management Option 24 hours
This option provides exposure to a wide variety of business related fields. It is designed for students desiring an entry level supervisory or management position in hotels, restaurants, casinos and event venues. Many of the courses in this program may transfer into a bachelor’s degree program. Please consult with an advisor at TCC and/or the university you plan to attend.

Accounting 3 hours
*ACCT 2223 Managerial Accounting

Business 18 hours
**BUSN/PHIL 1143 Introduction to Ethics: Business Issues
BUSN 1153 Introduction to Hospitality Operations-Hotels, Restaurants and Tourism
BUSN 2203 Supervision and Leadership - Hospitality Industry
BUSN 2403 Guest Relations and Customer Service
BUSN 2613 Labor and Food Cost Management
And select one from the following:
BUSN 2713 Principles of Casino Gaming Management
BUSN 2723 Principles of Hotel Management
BUSN 2733 Principles of Meeting and Convention Management
BUSN 2743 Principles of Restaurant Management

Marketing 3 hours
MKTG 2423 Principles of Marketing

Total Credit Hours: 60
*Course has prerequisite (See course description section of catalog).
**Students can enroll in either PHIL or BUSN if this option is chosen.