

Programs of Study (In alphabetical order)

Accounting (AS)	Help Desk and Desktop Support (SCA) – 2 levels available
Accounting/Assistant Bookkeeper I-IV [I-III (D); IV (C)]	History (AA)
Accounting Information Systems I-III (SCA)	Home Health Aide (SCA)
Acute Care CNA (SCA)	Hospitality (AS/C)
Administration of Justice – Law Enforcement Emphasis (AA/AS/C)	Hospitality Operations Specialist (SCA)
Advanced Studies in Alcohol and Drug Counseling (SCA)	Human Resource Hospitality Specialist (SCA)
Alcohol and Drug Counseling (AA/C)	Infant/Toddler Development (C)
Animation (AA/C)	Information Technology Management (SCA)
Anthropology (AA)	Interior Design (AA/C)
Art (AA) - 2 emphases available	International Business (AA/C)
Associate Child Care Teacher (C)	International Marketing Communication (SCA)
Automotive Services & Technology (AS/C)	Introduction to Teaching English as a Foreign Language (SCA)
Baking and Pastry (SCA)	Journalism (AA/C) – 3 emphases available
Biological Sciences (AA)	Landscape Operations (SCA)
Bio-Medical Sciences (D)	Law & Society (AA) - Emphasis in Criminal Justice available
Black Studies (AA)	Liberal Studies (AA)
Bookkeeping (SCA)	Manicure (SCA)
Business Admin. (AA/C/SCA) – 3 emphases available for AA, 2 for C, 2 for SCA	Marine Diving Technician (AS/C)
Cancer Information Management (AS/C)	Marine Science (D)
Certified Nursing Assistant (SCA)	Marketing (AA/C)
Chemistry (AA)	Mathematics (AA)
Chicano Studies (AA)	Media Arts (AA/C)
Cisco Networking Associate (SCA)	Media Design and Development (SCA)
Cisco Networking Professional (SCA)	Medical Coding Specialist (C)
Commercial Diving (SCA)	Microsoft Office Development (SCA)
Commercial Music (C)	Microsoft SQL Server Database Administration (SCA)
Communication (AA) - 2 emphases available	Microsoft Windows System Administration and Security (SCA)
Computer App. & Office Managem. (AS/C) - 2 emphases available for C, 1 for AS	Middle East Studies (AA)
Computer Information Systems (AS)	Mobile Application Developer (SCA)
Computer Network Engineering (AS/C)	Mobile Device Administration (SCA)
Computer Networking Technology (SCA)	Mobile Media Core (SCA)
Computer Proficiency Online (SCA)	Music (AA/D)
Computer Science (AS/C)	Native American Studies (AA)
Cosmetology (AS/C)	Natural History (AA/D)
Creative Writing (C) – 2 emphases available	Nursing - ADN (AS)
Culinary Arts (AS/C)	Office Assistant (SCA)
Database Programming and Applications Development (C)	PC Support/Network Management (C)
Diagnostic Medical Sonography (C)	Personal Chef Training (SCA)
Digital Darkroom and Color Management for RGB (SCA)	Philosophy (AA)
Diversity Issues in ECE (C)	Physical Education (AA) - 3 emphases available
Drafting/CAD (AS/C)	Physics (AA/AS)
Early Childhood Education (AS/C)	Political Science (AA)
Economics (AA)	Print and Color Management for CMYK (SCA)
Emergency Medical Technician/Basic (SCA)	Psychology (AA)
Engineering (AA/AS)	Radiography (AS)
English (AA)	Real Estate (AS/C)
Entrepreneurship (SCA) – 3 emphases available	Sales and Marketing (SCA)
Environmental Horticulture (AS/C) - 4 emphases available for AS, 1 for C	School-Age Care (C)
Environmental Studies (AA)	Sociology (AA)
Esthetician (SCA)	Spanish (AA)
Ethnic Studies (AA)	Sustainable Horticulture (SCA)
Film Production (AA)	Technical Writing (SCA)
Film Studies (AA)	Theatre Arts (AA) - 3 emphases available
Finance (AA/C)	Transfer – CSU General Education Breadth Pattern (C)
French (AA)	Transfer – IGETC (C)
Game Design (D)	Virtualization System Administration (SCA)
Geography (AA)	Vocational Nursing (AS/C)
Geological Sciences (AA)	Water Science (C) - 4 options available
Global Studies (AA)	Web Journalism (SCA)
Graphic Design & Photography – Graphic Design Concentration (AA)	Web Marketing and Media Design (SCA)
Graphic Design (C)	Web Programming (SCA)
Great Books Curriculum (D)	Web Server Administration (SCA)
Health Care Interpreting (SCA)	
Health Information Technology (AS)	



Santa Barbara City College

Business Administration, Level I 2009-10

Skills Competency Award in Business Administration, Level I

Upon completion of the Skills Competency Award in Business Administration, Level I, the following competencies will be achieved:

- Utilize the basic steps necessary to investigate and evaluate new business opportunities.
- Apply the basic steps in the strategic planning process necessary for the development of a new business venture.
- Utilize a four (4) square SWOT matrix to strategically assess the internal and external business environment.
- Make use of the steps necessary to effectively manage a diverse workforce.
- Manage the value-chain in an organization as a means of achieving superior quality, efficiency and responsiveness to the customer.

Job Opportunities

This program will prepare students for working in the areas of entry level manager, supervisor, entrepreneur: small business owner.

Key: (AA)=Associate in Arts; (AS)=Associate in Science; (C)=Certificate of Achievement; (D)=Department Award; (SCA)= Skills Competency Award

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Educational Excellence***

Total Units Required: 11-12

<i>2009-10 Course No.</i>	<i>Previous Course No.</i>	<i>Title</i>	<i>Units</i>	<i>Institution & Course No.</i>	<i>Grade</i>	<i>Units (s/q)</i>	<i>Term</i>
• BUS 101	(BUSAD 101/1)	Introduction to Business.....	3.0	_____			
• BUS 204	(MGMT 103/3)	Small Business Management OR	2.0	_____			
PRO 204	(MGMT 103/3)	Small Business Management	2.0	_____			
• MGMT 101	(1)	Introduction to Management.....	3.0	_____			
<i>Plus 3 units of controlled electives selected from the following:</i>							
• ACCT 110	(none).....	Introduction to Accounting	4.0	_____			
• BLAW 110	(BULAW 110)	Legal Environment of Business	4.0	_____			
• CIS 101	(none).....	Intro. to Computers & Information Systems	4.0	_____			
• COMM 151	(39)	Intercultural Communication	3.0	_____			
• COMM 161	(27)	Business and Professional Communication OR	3.0	_____			
COMM 162	(none).....	Mediated Business & Professional Comm	3.0	_____			
• CS 101	(COMSC 101/1).....	Computer Concepts	3.0	_____			
• ECON 101	(2)	Microeconomics	3.0	_____			
• ECON 102	(1)	Macroeconomics	3.0	_____			
• FIN 202	(4)	Managerial Finance	3.0	_____			
• MGMT 109	(none).....	Human Resource Management.....	3.0	_____			

Skills Competency Award Requirements: Students must complete the above courses with a grade of C or higher or pass in all courses. Candidates for a Skills Competency Award are required to complete at least 20% of the department requirements in residence at SBCC.

Additional Program Information

For further information, contact the Counseling Center, 965-0581, Ext. 2285 or Bonnie Chávez, Department Chair, 965-0581, Ext. 2508. Check your Skills Competency Award progress with DARS U-Achieve at www.sbcc.edu/DARS.