



## AU-ABC Bachelor of Science in Management Agreement

Air University Associate-to-Baccalaureate Cooperative (AU-ABC) establishes partnerships between the Air Force and civilian institutions to provide Community College of the Air Force (CCAF) graduates advanced education opportunities at the baccalaureate level.

Minot State University is offering a Bachelor of Science in Management program plan to meet the needs of Community College of the Air Force (CCAF) students looking for advanced education opportunities in management at the baccalaureate level.

CCAF students with degrees in any area are eligible to participate.

The Bachelor of Science in Management program includes the following degree requirements:

- 120 Total Credits
- General Education Core and Foundational Content
- College of Business Required Core
- Management Major Courses


This program plan is designed to be an AU-ABC Category II program. As prerequisites to this program, students must complete the following as part of their CCAF degree:

- An additional CCAF General Education Communications course (Courses completed for the CCAF degree must include two non-duplicative Written Communication (English composition) courses and an Oral Communication (Speech) course.)
- An additional CCAF General Education Humanities course (Courses completed for the CCAF degree must include two General Education Humanities courses.)
- A History course, ECON 201 Principles of Microeconomics, or ECON 202 Principles of Macroeconomics (This one course can be used to fulfill the CCAF General Education Social Science requirement and Minot State's General Education History or General Education Social Science requirement in order to maximize transferability.)

Students considering completing this BS degree are encouraged to contact an academic advisor at Minot State **as early as possible** to ensure maximum transferability and a smooth transition.



## Bachelor of Science in Management Program Plan File (PPF) Category II

 <b>Degree Requirement</b>	<b>Required Semester Credits</b>	<b>CCAF Transfer Credits</b>	<b>Minot State Course Credits</b>
<b>College of Business Core Courses</b>	<b>30</b>	<b>6</b>	<b>24</b>
ACCT 200 Elements of Accounting I	3		3
ACCT 201 Elements of Accounting II	3		3
ACCT 315 Legal Environment of Business	3		3
BADM 269 Professional Ethics	3		3
BADM 301 Fundamentals of Management	3	Leadership, Management, & Military Studies (LMMS) 3	
BADM 321 Marketing	3		3
BIT 220 Management Information Systems	3		3
BIT 302 Business Communications	3	LMMS 3	
BOTE 247 Spreadsheet Applications	3		3
FIN 353 Principles of Financial Management	3		3
<b>Management Major Courses</b>	<b>21</b>	<b>0</b>	<b>21</b>
ACCT 321 Managerial Accounting	3		3
BADM 120 Fundamentals of Business <sup>1</sup>		<b>Waived</b>	
BADM 303 Human Resource Management	3		3
BADM 304 Entrepreneurship/Small Business Management	3		3
BADM 307 International Business	3		3
BADM 416 Operations Management	3		3
BADM 436 Organizational Behavior Principles and Practices	3		3
BADM 465 Strategic Management	3		3

### Footnotes

<sup>1</sup>BADM 120 Fundamentals of Business is waived for students with 24 or more transfer credits.



<b>General Education: Foundational Content</b>	<b>19</b>	<b>9</b>	<b>10</b>
FC1 Humanities	3	3	
FC1 Humanities	3	3	
FC2 Lab Science	4		4
FC3 Social Science – ECON 201 Principles of Microeconomics or ECON 202 Principles of Macroeconomics <sup>2</sup>	3		3
FC3 Social Science – ECON 201 Principles of Microeconomics or ECON 202 Principles of Macroeconomics <sup>2</sup>	3		3
FC3 History <sup>2</sup>	3	3	
<b>General Education: Required Core</b>	<b>13</b>	<b>9</b>	<b>4</b>
ENGL 110 College Composition I	3	3	
ENGL 120 College Composition II <sup>2</sup>	3	3	
COMM 110 Fundamentals of Public Speaking <sup>2</sup>	3	3	
Mathematics – MATH 210 Elementary Statistics	4		4
<b>Other Electives</b>	<b>37</b>	<b>36<sup>3</sup></b>	<b>1<sup>4</sup></b>
<b>Total Credits Required<sup>5</sup></b>	<b>120</b>	<b>60</b>	<b>60</b>

**Footnotes:**

<sup>2</sup>As prerequisites to this program and in addition to the General Education courses already required by CCAF, students must complete the following:

- An additional CCAF General Education Communications course (Courses completed for the CCAF degree must include two non-duplicative Written Communication (English composition) courses and an Oral Communication (Speech) course.)
- An additional CCAF General Education Humanities course (Courses completed for the CCAF degree must include two General Education Humanities courses.)
- A History course, ECON 201 Principles of Microeconomics, or ECON 202 Principles of Macroeconomics (This one course can be used to fulfill the CCAF General Education Social Science requirement and Minot State's General Education History or General Education Social Science requirement in order to maximize transferability.)

<sup>3</sup>Thirty-six credits from the Technical Core, Technical Electives, and Program Electives may be transferred to meet the minimum 120 credits. The total number of other electives required can change depending on the transferability of courses.

<sup>4</sup>It is recommended that students take BADM 497 Internship to complete the elective requirement at Minot State. The total number of other electives required can change depending on the transferability of courses.

<sup>5</sup>Students must take 30 credits from Minot State University and 60 credits from a 4-year institution.

**Additional Notes:**

- The General Education Developmental Content requirements are waived.
- Students in this AU-ABC Bachelor of Science in Management program are required to complete 32 credits of the 36 credits of General Education Requirements.

## AU-ABC Application Requirements

1. **Confirm that your school has signed the Department of Defense (DoD) Memorandum of Understanding, agree to the DoD Instruction 1322.25 and will operate the AU-ABC program in accordance with both documents.**
2. **AU-ABC Partner schools must be regionally accredited or accredited by the Distance Education Accrediting Commission. State your school's accreditation status, accrediting body and academic mission.**

Minot State University has signed the Department of Defense Memorandum of Understanding. We agree to the DoD Instruction 1322.25 and will operate the AU-ABC program in accordance with both documents.

Minot State University is accredited by the Higher Learning Commission.

### **Mission**

Minot State University is a public university dedicated to excellence in education, scholarship, and community engagement achieved through rigorous academic experiences, active learning environments, commitment to public service, and a vibrant campus life.

3. **Confirm your school's residency requirement is no more than 25% of the degree requirement and that there is no final year or semester residency requirement.**

All courses taught for Minot State University credit are considered "in residence." Baccalaureate degree candidates must have earned a minimum of 30 semester credits in residence. At least 12 of the credits required for any major and at least six of the credits required for any minor must have been earned in residence. Some programs may require more than the minimum number of credits for the major or minor.

Our program does not require a final year or semester residency requirement.

4. **Describe the course delivery methods used by your school that will be employed in the proposed AU-ABC program. List program related online services and other support that will be provided to students. Examples include student advisement, library and learning resources, delivery of course materials, online student services and technical support.**

Our online program delivers all of our courses asynchronously which means that students are not required to be online at a certain day and time each week.

Once admitted as degree-seeking students, students will complete an online orientation which explains our policies and procedures and teaches them how to use our online learning management system, Blackboard. They will also meet with a department advisor to explain the degree requirements and complete a program plan.

All online course materials are available through an online course shell in Blackboard and all coursework will be submitted online. Academic assistance is available at a distance through our Writing Center and Smarthinking, an online tutoring service. The Gordon B. Olson Library provides off-campus access to library



databases, reference services, and interlibrary loan. Our Information Technology Central (ITC) office provides remote technical support through a variety of tools.

**5. Indicate which AU-ABC Category (I, II, or III) the proposed AU-ABC program will participate:**

This will be a Category II program.

Category II - Programs designed for CCAF AAS students. Partnering institutions will identify prerequisite coursework (no more than three courses/nine SH) the CCAF AAS student needs to complete their CCAF general education and program elective requirements. These courses would simultaneously fulfill CCAF AAS and AU-ABC degree requirements. Upon completion of his/her CCAF degree, the student would be guaranteed that no more than 60 SH of additional credit will be required to complete an AU-ABC baccalaureate degree; provided the student completed the specific prerequisite coursework

**6. Confirm that your school will create an AU-ABC landing page.**

We will create an AU-ABC landing page with the following required items:

- AU-ABC logo and heading (logo will be provided)
- Online academic services and support
- Application and enrollment information
- Cost of tuition and fees
- Course schedule (if available)
- Point-of-contact
- AU-ABC Program Plan File (PPF)

**7. Confirm that the AU-ABC program is an established program and is listed in the current school catalog. Provide a link to your current school catalog.**

Our Bachelor of Science in Management is an established program and is listed in our current catalog.

[Undergraduate Catalog - Bachelor of Science in Management](#)

**8. Agree to notify AU-ABC Program Manager in writing of intent to withdraw from the program, AU-ABC degree program discontinuation, change to school accreditation status and all changes to AU-ABC programs or degree requirements; and to resubmit new AU-ABC program applications for AU-ABC programs that undergo catalog changes and/or degree requirement changes.**

Minot State will notify the AU-ABC Program Management of any changes in the program or our accreditation status. We will submit a new application if the program has any catalog changes or degree requirement changes.

9. **Describe the purpose and requirements of your school's baccalaureate degree program. Explain how the baccalaureate's coursework and the CCAF AAS coursework create a coherent course of study.**

The Management program prepares future professionals to plan, organize staff, lead, and control resources for the purpose of adding value to organizations in diverse environments.

The management knowledge and skills gained while serving in the Air Force and completing courses in the CCAF degree provide a foundation that will be enhanced with the addition of the courses in the Bachelor of Science in Management.

The Bachelor of Science in Management degree requires the completion of 120 semester hours including 30 semester hours in College of Business Core courses and 21 semester hours in Management Major courses. As part of the General Education requirements, students are also required to complete courses in microeconomics, macroeconomics, and statistics.

10. **Explain and comment on the baccalaureate degree program's specific education outcomes. State the assessment process your school uses to measure the degree's educational outcomes.**

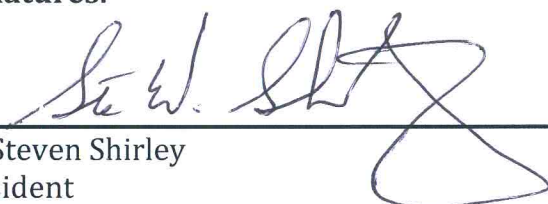
Please see Appendix I for the College of Business Core and Management Program Outcomes.

Students complete an exit exam through Peregrine. The results are used to determine if students scored in the 50th or greater percentile. The Department of Business Administration uses the results to determine if the Department has met their goals. Students are also assessed on their written/oral presentation in a capstone course.

11. **Confirm that a degree contract will be offered to every student who enrolls in the AU-ABC program. Once completed, this document becomes the binding contract between your school and the student. Attach an example of the degree contract.**

An academic advisor will complete the attached advising plan for each student who enrolls in the AU-ABC program. Once completed, this document will be a binding contract between Minot State University and the student. [Please see Appendix I for the AU-ABC Management Advising Plan.]

**Signatures:**

 10-9-22  
\_\_\_\_\_  
Dr. Steven Shirley  
President Date

 10/3/22  
\_\_\_\_\_  
Dr. Laurie Geller  
Vice President for Academic Affairs Date

 10/4/22  
\_\_\_\_\_  
Mr. Brent Winiger  
Vice President for Administration and Finance Date



## Appendix I – College of Business Core and Management Program Outcomes

### College of Business Core Intended Student Learning Outcomes (ISLOs)

Student Learning Goals	Student Learning Outcomes
SLG 1: Graduates will be able to demonstrate disciplinary knowledge in the functional areas of business.	SLO 1: Students will be able to use the major concepts in the functional areas of accounting, marketing, finance, management, and information management systems.
SLG 2: Graduates will be able to demonstrate knowledge of global environments in business.	SLO 1: Students will be able to practice the legal, social, and economic environments of business.
	SLO 2: Students will be able to describe the global environment of business.
	SLO 3: Students will be able to demonstrate the ethical obligations and responsibilities of business.
SLG 3: Graduates will be able to demonstrate communication skills.	SLO 3.1: Students will be able to compose an effective written message
	SLO 3.2: Students will be able to produce an effective oral presentation.

### Management Program Goals and Outcomes

<b>Student Learning Goal 1:</b> Graduates will be able to apply management principles and skills at strategic, tactical, and operational levels
<ul style="list-style-type: none"> <li>• <b>Outcome 1:</b> Students will be able to integrate management principles at a strategic level.</li> <li>• <b>Outcome 2:</b> Students will be able to integrate management principles at a tactical level.</li> <li>• <b>Outcome 3:</b> Students will be able to integrate management principles at the operational level.</li> </ul>



## Appendix II – Sample AU-ABC Management Advising Plan

### Bachelor of Science Degree: **MANAGEMENT MAJOR** Department of Business Administration **MINOT STATE UNIVERSITY**

**Prerequisite:** CCAF degree

**Student Name:**

**Advisor:**

**Management Career Mentor:**

COMMUNICATIONS: 9-12 SH			
Course & No.	SEM	SH	GR
ENGL 110 College Composition I	CCAF		
ENGL 120 College Composition II	CCAF		
COMM 110 Fundamentals of Public Speaking	CCAF		
HISTORY: 3 SH			
Course & No.	SEM	SH	GR
	CCAF	3	
HUMANITIES: 6 SH			
Course & No.	SEM	SH	GR
	CCAF	3	
	CCAF	3	
MATHEMATICS: 4 SH			
Course & No.	SEM	SH	GR
MATH 210 Elementary Statistics		4	
SCIENCE: 4 SH			
Course & No.	SEM	SH	GR
		4	
SOCIAL SCIENCE: 6 SH			
Course & No.	SEM	SH	GR
ECON 201 Principles of Microeconomics		3	
ECON 202 Principles of Macroeconomics		3	

As prerequisites to this program, the following requirements must be completed as part of the CCAF degree:

Two non-duplicative Written Communication (English composition) courses and an Oral Communication (Speech) course

Two Humanities courses

A History course, ECON 201 Principles of Microeconomics, or ECON 202 Principles of Macroeconomics.

BADM 120 is waived for students with 24 or more transfer credits.

COB Core Course Requirements: 21 SH	SEM	SH	GR	HP
ACCT 200 Elements of Accounting I (MATH 102 or 210)		3		
ACCT 201 Elements of Accounting II (ACCT 200)		3		
BOTE 247 Spreadsheet Applications (college level math)		3		
ECON 201 Prin of Microeconomics (college level math)	Gen Ed	3		
ECON 202 Prin of Macroeconomics (college math 8)	Gen Ed	3		
MATH 210 Elementary Statistics (MATH 102)	Gen Ed	4		
ACCT 315 Legal Environment of Bus (Soph. status)		3		
BADM 269 Professional Ethics		3		
BADM 301 Fundamentals of Mgmt (Soph. status)	CCAF	3		
BADM 321 Marketing (Soph. status)		3		
BIT 302 Business Communications (ENGL 110)	CCAF	3		
BIT 220 Management Information Systems		3		
FIN 353 Principles of Finc'l Mgmt (ACCT 201, MATH 210)		3		

Required Management Courses: 21 SH	SEM	SH	GR	HP
ACCT 321 Managerial Accounting (ACCT 201)		3		
BADM 303 Human Resource Mgmt (BADM 201)		3		
BADM 304 Entrepreneurial/SBM (BADM 201)		3		
BADM 307 International Business (BADM 201, 321)		3		
BADM 416 Operations Mgmt (MATH 210, BADM 301, BOTE 247, ECON 201)		3		
BADM 436 Organizational Behavior P & P (BADM 201)		3		
BADM 465 Strategic Management (BADM 301, 321, FIN 353)		3		

(Courses in parenthesis denote prerequisites.)

Electives to meet the 120 SH graduation requirement			
Course & No.	SEM	SH	GR

120 SH is required to meet the graduation requirement.