

BUSINESS ADMINISTRATION (BADM)

BADM 153, RECRUITMENT SELECTION TRAINING AND DEVELOPMENT 3 (3)

This course covers recruitment techniques, interviewing strategies and analysis, training methods and evaluation, and approaches to employee development.

General Education: IN1, IN3

Typically Offered: Spring Semester

BADM 154, COMPENSATION AND BENEFITS 3 (3)

A study of techniques for determining and implementing compensation systems. Benefits are also discussed.

General Education: IN1, IN3, IN4

Typically Offered: Spring Semester

BADM 155, INTRODUCTION TO BUSINESS ADMINISTRATION 3 (3)

An introduction to the nature of the business environment with an exploration of the various business functions.

General Education: IN1, IN2, IN3, IN4

Typically Offered: Summer, Fall and Spring Semesters

BADM 161, BUSINESS LAW I 3 (3)

Introduction to major points of business law. Topics include legal environment of business, torts and criminal law, contracts, sales and lease contracts and negotiable instruments, warranties and product liability.

General Education: IN1, IN4

Typically Offered: Summer and Fall Semesters

BADM 162, BUSINESS LAW II 3 (3)

A continuation of Business Law I. Topics include dispute resolution, contract issues, sale and lease, legal cyber issues, negotiable instruments, labor-management relations, international law, and labor-management relations.

General Education: IN1, IN3, IN4

Course Entry Requirement(s): Prerequisite: BADM 161

Typically Offered: Spring Semester

BADM 164, LABOR LAW 3 (3)

A practical examination of labor laws.

General Education: IN1, IN4

Typically Offered: Fall and Spring Semesters

BADM 165, LEGAL ENVIRONMENT OF BUSINESS 3 (3)

The nature, structure and significance of the legal and regulatory areas that govern business.

General Education: IN1, IN3, IN4

Typically Offered: Summer, Fall and Spring Semesters

BADM 171, INTRODUCTION TO E-COMMERCE 3 (3)

An introduction to electronic commerce (EC), which is a manner in which transactions occur over networks, primarily the Internet. Topics include merchandising and logistics of E-commerce, information and services, electronically, with attention given to the economic, legal, and political environments.

General Education: IN1, IN2, IN3, IN4

Typically Offered: Fall and Spring Semesters

BADM 199, INTRODUCTION TO THE WORLD OF WORK 1 (1)

This course provides an internship-level supervised work experience with an approved employer. Emphasis is on career exploration to maximize sound career decisions. Students also explore the role of a college education in career preparation. Focus on self-examination of the world of work in terms of values, skills, and interests. Exploration of occupational paths for all majors, disciplines, examination of employer-employee expectations, preparation of resumes and development of interviewing skills are covered. Prerequisite: A student must have completed minimum 12 semester credit courses at LCCC (courses transferred are not counted); have earned minimum 2.0 overall GPA; OR have division approval. (Maximum three '1' credit courses allowed).

Course Entry Requirement(s): A student must have completed a minimum 12 semester credit course at LCCC (courses transferred are not counted); have earned a minimum 2.0 overall GPA; OR have division approval. (Maximum three "1" credit courses allowed)

Typically Offered: Summer, Fall and Spring Semesters

BADM 211, BUSINESS COMMUNICATIONS 3 (4)

Development of written, oral, and implied communication skills to produce effective business messages including letters, memoranda, reports, resumes, and oral presentations. Use of word processing software will promote the review and revision of documents and revision of document drafts with efficiency. Special emphasis on developing proficiency in editing and proofreading all aspects of accuracy and presentation. Laboratory required. (IN2, IN4, IN5)

General Education: IN2, IN4, IN5

Course Entry Requirement(s): Prerequisite: AOIS 131 or CISS 121

Typically Offered: Fall and Spring Semesters

BADM 220, PRINCIPLES OF SUPPLY CHAIN MANAGEMENT 3 (3)

This course provides a comprehensive overview of the integration of activities that procure materials, transform them into intermediate goods and final products, and deliver them to external customers. Supply chain management consists of firms collaborating to leverage strategic positioning and to improve operating efficiency. A supply chain strategy is a channel arrangement based on acknowledged dependency and collaboration. Supply chain operations require managerial processes that span functional areas within individual firms and link trading partners and customers across organizational and international boundaries.

General Education: IN1, IN2, IN4

Course Entry Requirement(s): Prerequisite: BADM 251

Typically Offered: Spring Semester

BADM 251, PRINCIPLES OF MANAGEMENT 3 (3)

Introduction to various concepts, principles and methods in general management of an organization. Emphasis on the functions and skill requirements of effective management in a dynamic environment.

General Education: IN1, IN2, IN3, IN4

Typically Offered: Summer, Fall and Spring Semesters

BADM 255, HUMAN RESOURCES MANAGEMENT 3 (3)

This course will examine a variety of topics that relate to the management of an organization's human resources.

General Education: IN1, IN3, IN4

Course Entry Requirement(s): Prerequisite: BADM 251

Typically Offered: Summer, Fall and Spring Semesters

BADM 264, LABOR-MANAGEMENT RELATIONS 3 (3)

This course provides an overview of issues and concepts in United States and international labor/management relations. The issues and concepts include a history of labor relations, labor and management strategies, bargaining, strikes, dispute resolution, globalization and contract administration.

General Education: IN1, IN2, IN3, IN4

Course Entry Requirement(s): Prerequisite: BADM 151

Typically Offered: Fall and Spring Semesters

BADM 281G, INTERNATIONAL BUSINESS 3 (3)

This course provides an overview of issues and concepts in international business. The issues and concepts include a history of globalization, international economic theories, socio-cultural issues, political and environmental forces, legal issues, international marketing, international human resource management, international financial management, and global operations management.

General Education: IN1, IN2, IN3, IN4

Course Entry Requirement(s): Prerequisite: BADM 155 or BADM 251 or divisional approval

Typically Offered: Summer and Fall Semesters

BADM 287, WORK-BASED LEARNING I - BADM 1-3 (1)

This course provides supervised work experience with approved employer(s) in an area related to the student's program. Emphasis is placed on integrating classroom learning with work experience. Students will be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies. Activities are coordinated and evaluated by college personnel. Course will be graded on S/U basis. Prerequisites: A student must be pursuing an approved program at LCCC; have completed 15 semester hours with a minimum of six semester hours in the discipline of placement; have a minimum GPA of 2.5 in the discipline and a 2.0 overall GPA; and have divisional approval.

Course Entry Requirement(s): A student must be pursuing an approved program at LCCC; have completed 15 semester hours with a minimum of six semester hours in the discipline of placement; have a minimum GPA of 2.5 in the discipline and a 2.0 overall GPA; have divisional approval

Typically Offered: Offer as required

BADM 288, WORK-BASED LEARNING II - BADM 1-3 (1)

This course provides supervised work experience building on experience in Work-Based Learning I with approved employer(s) in an area related to the student's program. Emphasis is placed on integrating classroom learning with work experience. Students will be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies. Activities are coordinated and evaluated by college personnel. Course will be graded on S/U basis.

Course Entry Requirement(s): Prerequisite: BADM 287

Typically Offered: Offer as required

BADM 289, WORK BASED LEARNING III - BADM 1-3 (1)

This course provides work experience building on experience in work-based learning II with approved employer(s) in an area related to Business Administration. Emphasis is placed on integrating classroom learning with work experience. Students will be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies. Activities are coordinated and evaluated by college personnel. Course will be graded on the S/U basis.

Course Entry Requirement(s): Prerequisite: BADM 288

Typically Offered: Offer as required

BADM 299, INDIVIDUALIZED STUDIES IN BUSINESS ADMINISTRATION 1-2 (1)

An in-depth study of areas in general business through discussion and/or individual research and reading. Topics will vary. Repeatable up to a total of four (4) credit hours. Prerequisite: Second-year standing and divisional approval.

Course Entry Requirement(s): Prerequisite: Second-year standing and divisional approval

Typically Offered: Offer as required