

2024-25 Catalog Addendum Summary/Table of Contents

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International Business AS Degree	Correction to total units from 41 to 35	1-2
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Associate Degree in Arts (AA) or Science (AS) General Education Requirements	Correction of Residence (A – Residence) language to “At least 12 units must be completed within the San Mateo Community College District (College of San Mateo, Skyline College, Cañada College).”	5-6

This catalog addendum should be used by students and staff along with the existing 2024-2025 Catalog.

Students are strongly encouraged to seek advice from the Counseling Center. Additional information and publications will be made available to students throughout the year as appropriate.

College of San Mateo
International Business
AS Degree Program

The International Business Program is designed to provide students with an introduction to the central aspects of international business such as economic, political, cultural and social environments and their impact on planning and executing international business ventures. Focus will be on entry strategies, marketing, finance, ethics, and principles associated with the international exchange of goods, services and foreign direct investments. The program will provide students with tools for evaluating and executing global business and trade opportunities.

Career Opportunities:

International Sales Representative, International Marketing Analyst/Researcher, International Project Manager, International Sales Agent, Import/Export Operations Specialist, Logistics Coordinator, Logistician, Global Supply Chain Specialist, International Business Manager.

Program Learning Outcomes:

Upon Completion of Degree requirements, students will be able to:

- Exhibit proficiency in basic economics and business concepts.
- Evaluate key issues in cultural, political, geographical and ethical differences when conducting international business.
- Develop an entry and trade strategies into other markets recognizing the nature of institutions and forces governing the process of globalization.
- Demonstrate a general understanding of functional areas of business.
- Prepare and analyze financial statements and operating budgets.
- Evaluate the impact of current economic conditions on industry and businesses.

Major Requirements

Required Core Courses: 32 units			Units
ACTG	121	Financial Accounting	4
ACTG	131	Managerial Accounting	4
BUS.	100	Introduction to Business	3
or			
BUS.	401	Business Communications	3
BUS.	125	International Business	3
BUS.	127	Fundamentals of International Trade	3
or			
BUS.	206	Operations and Supply Chain Management	3
BUS.	201	Business Law	3
BUS.	203	Intercultural Relations in Global Business	3
BUS.	230	International Marketing	3
ECON	100	Principles of Macroeconomics	3
ECON	102	Principles of Microeconomics	3

Required Selective Courses: 3 units			Units
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BUS. 113	Personal Finance	3
BUS. 150	Small Business Management	3
MGMT 100	Introduction to Management	3

Total Required Major Units	35
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And required General Education coursework and electives as needed to meet the minimum 60 units required for the Associate degree.

Please refer to the AA/AS Degree Requirements for more information.

Curriculum Committee Approval Date: November 2023

Effective Term: Fall 2024

Program Originator: Lale Yurtseven

College of San Mateo
International Business
Certificate of Achievement

The International Business Program is designed to provide students with an introduction to the central aspects of international business such as economic, political, cultural and social environments and their impact on planning and executing international business ventures. Focus will be on entry strategies, marketing, finance, ethics, and principles associated with the international exchange of goods, services and foreign direct investments. The program will provide students with tools for evaluating and executing global business and trade opportunities.

Career Opportunities:

International Sales Representative, International Marketing Analyst/Researcher, International Project Manager, International Sales Agent, Import/Export Operations Specialist, Logistics Coordinator, Logistician, Global Supply Chain Specialist, International Business Manager.

Program Learning Outcomes:

Upon Completion of Certificate requirements, students will be able to:

- Exhibit proficiency in basic economics and business concepts.
- Evaluate key issues in cultural, political, geographical and ethical differences when conducting international business.
- Develop an entry and trade strategies into other markets recognizing the nature of institutions and forces governing the process of globalization.
- Demonstrate a general understanding of functional areas of business.

Requirements

Required Core Courses: 12 units	Units
BUS. 125 International Business	3
BUS. 127 Fundamentals of International Trade	3
or	
BUS. 206 Operations and Supply Chain Management	3
BUS. 203 Intercultural Relations in Global Business	3
BUS. 230 International Marketing	3
Required Selective Courses: 9 units	Units
BUS. 100 Introduction to Business	3
BUS. 113 Personal Finance	3
BUS. 150 Small Business Management	3
BUS. 201 Business Law	3
BUS. 401 Business Communications	3
Total Required Units	21

Curriculum Committee Approval Date: November 2023

Effective Term: Fall 2024

Program Originator: Lale Yurtseven

College of San Mateo Associate Degree in ARTS (AA) or SCIENCE (AS)

GENERAL EDUCATION REQUIREMENTS for CATALOG RIGHTS 2024-2025

Catalog Rights: “Catalog rights” means a student is held to the course requirements listed in the CSM catalog at the time enrollment begins as long as the student maintains continuous enrollment within SMCCCD in an academic year. A student may choose to use catalog rights for the year of first enrollment or any subsequent year of continuous enrollment at CSM or Canada or Skyline. Continuous enrollment means attending at least one term (fall, spring or summer) of each academic year. If a student discontinues enrollment and restarts then catalog rights begin with the new enrollment.

Important information for students!

1. If you plan to transfer to a California State University campus, ask a about the Associate Degrees for Transfer.
2. For a local Associate Degree, students may choose one of three options to complete AA/AS general education requirements:
 - 1) the local AA/AS GE pattern outlined on this sheet; OR
 - 2) the California State University General Education pattern (CSU GE); OR
 - 3) the Intersegmental General Education Transfer Curriculum (IGETC) using the UC or the CSU version.
3. For a course to meet associate degree general education requirements it must be completed at the time it was approved to meet the GE area and appear on the AA/AS GE worksheet or the CSU GE or IGETC worksheet.
4. If a student has completed coursework at colleges/universities outside of the San Mateo County Community College District the student must have OFFICIAL TRANSCRIPTS from those institutions sent to the CSM. Electronic transcripts are PREFERRED and can be **sent to [transevaluation@smccd.edu]transevaluation@smccd.edu OR by mail to ATTN: Transcript Evaluation Services, 1700 W Hillsdale Bldg, San Mateo, CA 94402.**
5. Use the online College of San Mateo Catalog (www.catalog.collegeofsanmateo.edu/current/) to find the descriptions for the courses listed below.

A – RESIDENCE

A minimum of 60 degree applicable units is required for an associate degree. At least 12 units must be completed within the San Mateo County Community College District (College of San Mateo, Skyline College, Cañada College). Also, refer to residence information listed under D (MAJOR) below.

B – SCHOLARSHIP

A minimum grade point average of 2.0 is required in all degree applicable coursework. A grade of “C” or better or “Pass” in all courses applied to the major is required. A maximum of 12 units from courses in which the student has elected a Pass/No Pass option may be applied toward an associate degree. Some subgroups of coursework may require a grade of “C” or higher or a 2.0 minimum cumulative grade point average.

C- COMPETENCY REQUIREMENTS

- C1: MATH/QUANTITATIVE REASONING** – This competency may be satisfied with any of the following:
- A. Successful completion of a math course at or above the level of Intermediate Algebra with a grade of C or better (or Pass), OR
 - B. Successful completion of BUS. 113 (available at CSM, Skyline and Canada), or CIS 124 or CIS 400 (CSM), or BUS. 123 (CSM and Skyline), or PSYC 121 (CSM), or PSYC 171 (Skyline) with a grade of C or better (or Pass).
- C2: ENGLISH** – This competency may be satisfied with any of the following:
- A. Completion with a grade of C or higher in ENGLISH 100 or 105
 - B. Score of 3, 4 or 5 on College Board Advanced Placement Exam in English Language and Composition or English Literature and Composition
 - C. Grade of C or higher in a college course equivalent to ENGL 100 or 105 taken outside of SMCCCD as approved by the SMCCCD Transcript Evaluation Service
- C3: INFORMATION COMPETENCY** – This competency may be satisfied with any of the following:
- A. Completion with a grade of C or higher of ENGL 100 or 105 at CSM or SKYLINE taken in Fall 2015 or later
 - B. Completion with a grade of C or P in any of these CSM courses – LIBR 100, CIS 110, DGME 100, 102, MATH 145, COUN 129, NURS 242 or LSCI 100 at SKYLINE or LIBR 100 at CANADA
 - C. Achieve a score of 70% on the CSM Information Competency Proficiency Exam. (For more information check with the Welcome Center)

D – MAJOR REQUIREMENTS

Major course requirements are a minimum of 18 semester units. Use the CSM CATALOG to find the courses required for each major. Either 12 units or 50% of the units applied to the major, whichever is fewer, must be completed at one or more of the San Mateo County Community College District colleges. A grade of “C” or better or “Pass” is required for each course applied to the major. Courses applied to the major may also meet general education requirements if applicable.

E – GENERAL EDUCATION REQUIREMENTS - E1, E2, E4, and E5

Courses that are listed in multiple GE areas can be used in one area only.

AREA E1 – American History & Institutions, CA State and Local Government (AH&I) & Ethnic Studies -**6 UNITS**

Satisfy Area E1 by completing one course from E1a and one course from E1b:

E1a – AH&I - one 3 unit course from the following list- **HIST** 201 202 260 261 262 310 **PLSC** 200 210 215 310
ETHN 101 103 105 107

Courses that meet this requirement have been approved by CSU to meet a part of the AH&I requirement for California community college transfers, either US-1 (US History), US-2 (US Constitution) or US-3 (California State and Local Government).

E1b – Ethnic Studies - one 3 unit course from the following list- **ETHN** 101 103 104 105 106 107 108 109 265 288 585

Courses that meet this requirement have been approved to meet the CSU GE Area F (Ethnic Studies) requirement for California community college transfers. The CSU GE Area F requirement in effect beginning Fall 2021

AREA E2 – Language and Rationality -**6 UNITS****E2a – English Composition** – one course from the following: **ENGL** 100, 105 **ESL** 400**E2b – Communication and Analytical Thinking** – one course from the following :**BUS**123 401 **CIS** 110 135 137 138 254 255 278 400 401 402 **COMM** 110 115 130 140 150 170 171 **DGME** 102 128**ENGL** 110 165 **ENGR** 130 **MATH** 120 125 130 145 190 200 222 225 241 251 **PHIL** 103 160 175 200 **PHYS** 130 **PSYC** 120**AREA E4 – Physical Education Activity Courses – 2 Activity Courses Required 1 - 2 UNITS**

Lecture courses do not satisfy this area. The Physical Education area is waived for students who have received an associate's or bachelor's degree from a regionally accredited institution. Please see accepted college/university accreditation: <https://smccd.edu/transcript/accepted-accreditation.php> . The area is also waived for 1) VETERANS of the US Armed Forces who have completed Basic Training and submitted their Joint Service Transcript (JST), and 2) persons with excused medical reasons that have a medical waiver approved by the College Nurse and filed in the Office of Admissions and Records.

AREA E5 – ADDITIONAL GENERAL EDUCATION REQUIREMENTS**12 UNITS**

A 3 unit course in areas 5Ea - 5Ec is required and 3 units is required in area E5d.

E5a – Natural Science**ANTH** 125 127* **ASTR** 100 101* 103* 115 125 210 **BIOL** 100 102 110 130 132* 145 184 195* 210 220 230 240 250 260 310 311
CHEM 192 210 220 231 232 410 420 **ENGR** 130 **GEOG** 100 **GEOL** 100 101* **OCEN** 100 **PALN** 110 111* **PHYS** 100 130 210 220 250 260 270 **PSCI** 125 126 141 142 **PSYC** 105 220 (*one unit lab course must be combined with a lecture course to meet this requirement)**E5b – Social Science****ADMJ** 100 **ANTH** 110 180 350 **BUS.** 100 101 125 203 **DGME** 100 102 **ECON** 100 102 **ETHN** 101 103 104 105 106 107 108 109 110 122 300 **GEOG** 110 150 **GBST** 101 102 **HIST** 100 101 104 106 201 202 260 261 262 310 **KINE** 103 107 **PLSC** 100 110 130 150 200 210 215 310 **PSYC** 100 105 106 110 120 200 201 220 225 230 300 301 310 320 330 410 **SOSC** 310 321 **SOCI** 100 105 110 121 141 160**E5c – Humanities****ANTH** 180 **ARCH** 100 **ART** 101 102 103 104 105 124 129 204 207 301 347 350 351 401 **ASL** 100 110 **CHIN** 111 112 121 122 131 132 134 211 212 **COMM** 170 171 **DANC** 100 **DGME** 215 **ENGL** 110 161 162 163 **ESL** 400 **ETHN** 104 105 106 107 265 288 585 **FILM** 100 120 121 122 123 130 135 140 145 153 200 215 **GBST** 101 102 **HIST** 100 101 104 106 201 202 260 261 262 310 **KINE** 200 **LIT.** 101 105 113 115 150 151 155 154 156 201 202 220 221 231 232 266 430 **MUS.** 100 131 202 210 250 275 280 **PHIL** 100 160 175 244 300 **SPAN** 110 112 120 122 131 132 140**E5d – Career Exploration and Self-Development****ACTG** 119 **ADMJ** 100 **ARCH** 666 **ART** 200 **BIOL** 126 127 128 310 311 **BUS.** 101 103 201 **CIS** 110 **COUN** 100 111 114 115 120 124 128 240 **CRER** 126 127 155 **COMM** 110 115 130 140 150 **DGME** 101 103 104 211 230 **DRAF** 110 **ENGR** 100 **ETHN** 122 123 **FIRE** 715 **HSCI** 100 **GBST** 650 **IDST** 110 **KINE** 101 102 106 135 136 201 301 300 **LCTR** 240 **LIBR** 100 **MGMT** 100 **MUS.** 286 296 297 **NURS** 666 242 **PHYS** 126 127 128 **PSYC** 310 320 330 **PSCI** 141 **R.E.** 100 **SOSC** 301 333**ELECTIVE COURSES –**

If MAJOR REQUIREMENTS and GENERAL EDUCATION REQUIREMENTS do not add up to the 60 unit requirement for a degree then select ELECTIVE COURSES! Electives are any courses you want to take that are degree applicable.

NOTES:

UPDATED 1/2025