

BUSAD136 : Money Management

General Information

Author:	<ul style="list-style-type: none">Sophia Possidon
Attachments:	February 27, 2024 CoDE Agenda DE BusAd 110 136.docx
Course Code (CB01) :	BUSAD136
Course Title (CB02) :	Money Management
Department:	BUSAD
Proposal Start:	Fall 2024
TOP Code (CB03) :	(0504.00) Banking and Finance
CIP Code:	(52.0803) Banking and Financial Support Services.
SAM Code (CB09) :	Possibly Occupational
Distance Education Approved:	No
Will this course be taught asynchronously?:	No
Course Control Number (CB00) :	CCC000252299
Curriculum Committee Approval Date:	02/28/2024
Board of Trustees Approval Date:	04/16/2024
Last Cyclical Review Date:	02/28/2024
Course Description and Course Note:	BUSAD 136 covers the basic principles of efficient money management. Students explore the fundamentals of financial planning and the control of current financial actions to reach future financial goals, including such topics as providing for major investments, retirement and pension planning, the tax environment, and the effect of new laws and regulations.
Justification:	Mandatory Revision
Academic Career:	<ul style="list-style-type: none">Credit

Academic Senate Discipline

Primary Discipline:	<ul style="list-style-type: none">Business
Alternate Discipline:	No value
Alternate Discipline:	No value

Course Development

Basic Skill Status (CB08)

Course is not a basic skills course.

Allow Students to Gain Credit by Exam/Challenge

Course Special Class Status (CB13)

Course is not a special class.

Pre-Collegiate Level (CB21)

Not applicable.

Grading Basis

- Grade with Pass / No-Pass Option

Course Support Course Status (CB26)

Course is not a support course

Transferability & Gen. Ed. Options

General Education Status (CB25)

Not Applicable

Transferability

Transferable to both UC and CSU

Transferability Status

Approved

Units and Hours

Summary

Minimum Credit Units (CB07) 3

Maximum Credit Units (CB06) 3

Total Course In-Class (Contact) Hours 54

Total Course Out-of-Class Hours 108

Total Student Learning Hours 162

Credit / Non-Credit Options

Course Type (CB04)

Credit - Degree Applicable

Noncredit Course Category (CB22)

Credit Course.

Noncredit Special Characteristics

No Value

Course Classification Code (CB11)

Credit Course.

Variable Credit Course

Funding Agency Category (CB23)

Not Applicable.

Cooperative Work Experience

Education Status (CB10)

Weekly Student Hours

	In Class	Out of Class
Lecture Hours	3	6
Laboratory Hours	0	0
Studio Hours	0	0

Course Student Hours

Course Duration (Weeks)	18
Hours per unit divisor	0
Course In-Class (Contact) Hours	
Lecture	54
Laboratory	0
Studio	0

Total 54

Course Out-of-Class Hours

Lecture 108

Laboratory 0

Studio 0

Total 108

Time Commitment Notes for Students

No value

Units and Hours - Weekly Specialty Hours

Activity Name	Type	In Class	Out of Class
---------------	------	----------	--------------

No Value	No Value	No Value	No Value
----------	----------	----------	----------

Pre-requisites, Co-requisites, Anti-requisites and Advisories

No Value

Entry Standards

Entry Standards

Course Limitations

Cross Listed or Equivalent Course

Specifications

Methods of Instruction

Methods of Instruction Collaborative Learning

Methods of Instruction Lecture

Methods of Instruction

Multimedia

Methods of Instruction

Demonstrations

Out of Class Assignments

- Homework assignments (e.g. prepare a budget, financial statements analysis)

Methods of Evaluation**Rationale**

Exam/Quiz/Test

Chapter Quizzes

Exam/Quiz/Test

Midterm Examination

Exam/Quiz/Test

Comprehensive Final Examination

Textbook Rationale

No Value

Textbooks**Author****Title****Publisher****Date****ISBN**Jack Kapoor, Les Dlabay,
Robert J. Hughes and Melissa
HartFocus on Personal Finance, 7th
Edition

McGrawHill

2022

9781264111978

Other Instructional Materials (i.e. OER, handouts)

No Value

Materials Fee

No value

Learning Outcomes and Objectives**Course Objectives**

Explain the process of money management.

Analyze money management choices and arrive at financial decisions.

Construct financial decisions and the underlying analyses.

Explain the time value of money related to investing.

Describe basic investment principles pertaining to portfolio diversification.

SLOs

Develop and prepare a personal income statement and balance sheet.

Expected Outcome Performance: 70.0

<i>ILOs</i> Core ILOs	Analyze and solve problems using critical, logical, and creative thinking; ask questions, pursue a line of inquiry, and derive conclusions; cultivate creativity that leads to innovative ideas.
	Demonstrate depth of knowledge in a course, discipline, or vocation by applying practical knowledge, skills, abilities, theories, or methodologies to solve unique problems.
	Use quantitative and/or analytical mathematical skills to solve problems and to interpret, evaluate, and process information and data to draw logical conclusions and support claims.
<i>BUSAD</i> General Business - A.S. Degree Major	Analyze, evaluate, and explain business problems using basic concepts and terminology of accounting and finance.
	Understand and apply the four P's of marketing, business law, investments, management, and marketing.
<i>BUSAD</i> General Business - Certificate	Analyze, evaluate, and explain business problems using basic concepts and terminology of accounting and finance.
	Understand and apply the four P's of marketing, business law, investments, management, and marketing.

Develop and prepare a personal or family budget.

Expected Outcome Performance: 70.0

<i>ILOs</i> Core ILOs	Analyze and solve problems using critical, logical, and creative thinking; ask questions, pursue a line of inquiry, and derive conclusions; cultivate creativity that leads to innovative ideas.
	Demonstrate depth of knowledge in a course, discipline, or vocation by applying practical knowledge, skills, abilities, theories, or methodologies to solve unique problems.
	Use quantitative and/or analytical mathematical skills to solve problems and to interpret, evaluate, and process information and data to draw logical conclusions and support claims.
<i>BUSAD</i> General Business - A.S. Degree Major	Analyze, evaluate, and explain business problems using basic concepts and terminology of accounting and finance.
	Understand and apply the four P's of marketing, business law, investments, management, and marketing.
<i>BUSAD</i> General Business - Certificate	Analyze, evaluate, and explain business problems using basic concepts and terminology of accounting and finance.
	Understand and apply the four P's of marketing, business law, investments, management, and marketing.

Select financial institutions based on financial and service criteria and evaluate alternative types of accounts and investment options.

Expected Outcome Performance: 70.0

<i>ILOs</i> Core ILOs	Analyze and solve problems using critical, logical, and creative thinking; ask questions, pursue a line of inquiry, and derive conclusions; cultivate creativity that leads to innovative ideas.
	Demonstrate depth of knowledge in a course, discipline, or vocation by applying practical knowledge, skills, abilities, theories, or methodologies to solve unique problems.
	Use quantitative and/or analytical mathematical skills to solve problems and to interpret, evaluate, and process information and data to draw logical conclusions and support claims.
<i>BUSAD</i> General Business - A.S. Degree Major	Analyze, evaluate, and explain business problems using basic concepts and terminology of accounting and finance.
	Understand and apply the four P's of marketing, business law, investments, management, and marketing.
<i>BUSAD</i> General Business - Certificate	Analyze, evaluate, and explain business problems using basic concepts and terminology of accounting and finance.
	Understand and apply the four P's of marketing, business law, investments, management, and marketing.

Calculate and evaluate the factors involved in renting and buying housing and in leasing and buying automobiles.

Expected Outcome Performance: 70.0

ILOs
Core ILOs

Analyze and solve problems using critical, logical, and creative thinking; ask questions, pursue a line of inquiry, and derive conclusions; cultivate creativity that leads to innovative ideas.

Demonstrate depth of knowledge in a course, discipline, or vocation by applying practical knowledge, skills, abilities, theories, or methodologies to solve unique problems.

Use quantitative and/or analytical mathematical skills to solve problems and to interpret, evaluate, and process information and data to draw logical conclusions and support claims.

BUSAD
General Business - A.S.
Degree Major

Analyze, evaluate, and explain business problems using basic concepts and terminology of accounting and finance.

Understand and apply the four P's of marketing, business law, investments, management, and marketing.

BUSAD
General Business -
Certificate

Analyze, evaluate, and explain business problems using basic concepts and terminology of accounting and finance.

Understand and apply the four P's of marketing, business law, investments, management, and marketing.

Additional SLO Information

Does this proposal include revisions that might improve student attainment of course learning outcomes?

No

Is this proposal submitted in response to learning outcomes assessment data?

No

If yes was selected in either of the above questions for learning outcomes, explain and attach evidence of discussions about learning outcomes.

No Value

SLO Evidence

No Value

Course Content

Lecture Content

Long-Range Objectives (4 hours)

- Effect of the economy
- Income and occupation

Financial Planning and Control (10 hours)

- Budgeting
- Cash flow analysis
- Periodic financial statements
- Short-term credit management
- Credit cards, debit cards, installment plans

Long-Term Financial Management (6 hours)

- Mortgage financing
- Housing costs and regulations
- Transportation needs analysis
- Rent, lease or purchase considerations

Financial Institutions (6 hours)

- Full-service banks
- Savings and loans
- Credit unions
- Mutual funds

Protection and Risk Control (4 hours)

- Life insurance
- Health and income insurance

- Property and liability insurance
- Risk management

Investments (8 hours)

- Risks and financial prerequisites
- Money market instruments
- Stocks and bonds
- Portfolio management and mutual funds
- Real estate
- Other investments

Retirement Planning (10 hours)

- Corporate pension plans
- Keogh and IRA plans
- Deferred Compensation plans
- Social Security
- Pensions and taxes

Estate Planning (6 hours)

- Wills and probate
- Trusts
- Tax considerations

Total Hours: 54

Additional Information

Is this course proposed for GCC Major or General Education Graduation requirement? If yes, indicate which requirement in the two areas provided below.

No

GCC Major Requirements

No Value

GCC General Education Graduation Requirements

No Value

Repeatability

Not Repeatable

Justification (if repeatable was chosen above)

No Value

Resources

Did you contact your departmental library liaison?

No

If yes, who is your departmental library liason?

Aisha Conner-Gaten (Business, ESL-Credit)

Did you contact the DEIA liaison?

No

Were there any DEIA changes made to this outline?

No

If yes, in what areas were these changes made:

No Value

Will any additional resources be needed for this course? (Click all that apply)

No Value

If additional resources are needed, add a brief description and cost in the box provided.

No Value