

Hospitality, Meeting and Event Planning, Tourism: Meeting and Event Planning Specialization



Degree: Associate of Applied Science in Meeting and Event Planning Specialization (AAS)
Certificate: Meeting Planning Level 1 (C1)

CULINARY, HOSPITALITY & TOURISM

Program Description: The Meeting and Event Planning Specialization degree offers hospitality management majors with specified training in the meeting and event planning sector of the hospitality industry. This degree has two tracks: Meeting Planning and Special Events. The corporate track in this program will prepare you to help businesses fulfill the need for professionally planned meetings, tradeshow, conferences, expos, and more. Or if your passion lies in planning and executing special events like weddings and festivals, our program can prepare you for that too. Course instruction includes hands-on laboratory experience and extensive interaction with the meeting and event planning industry as well as traditional classroom lectures and demonstrations. All students seeking this degree will need to be advised by the instructional program to finalize course selections. Complimentary programs to this are Travel and Tourism Certificate or Hospitality Management Certificate. Transfer credits may also be considered.

Contact:

Stacy (Liz) Hundley
Interim Department Chair
stacy.hundley@austincc.edu
512-223-5181

Department Website:

sites.austincc.edu/hospitality/

To receive an Associate of Applied Science degree in Meeting and Event Planning Specialization and/or a Level 1 Certificate in Meeting Planning, a student must a) earn a grade of C or higher in all courses required to fulfill degree requirements, including general education courses, and b) meet Austin Community College's overall graduation requirements.

The courses taken in this program will also count towards CEU credits for the International Special Events Society, Meeting Planners International, and the National Association of Catering Executives.

Use this **Program MAP** to choose courses with your advisor and track progress towards milestones and completion of program.

Pre-Degree Requirements		
Program Specific	Reading and Writing Placement <i>Placements based on TSI</i>	Mathematics Placement <i>Placements based on TSI</i>
	<input type="checkbox"/> Basic Developmental Courses <input type="checkbox"/> ESOL Courses <input type="checkbox"/> INRW Courses	<input type="checkbox"/> NCBM and MATD courses paired with MATH courses <input type="checkbox"/> NCBM and MATD courses
SEMESTER-BY-SEMESTER PROGRAM PLAN FOR FULL-TIME STUDENTS <i>Plans can be modified to fit the needs of part-time students by adding more semesters</i>		

C1	D	Semester 1	CR	Advising Notes
	●	EDUC 1300 - Effective Learning: Strategies for College Success OR Oral Communications	3	All first-time Austin Community College (ACC) students with fewer than 12 SCH of successful college credit must take the EDUC 1300 course in their first semester at ACC. All other students can choose a speech course from the Component Area Option section of the Core Curriculum Course List.
●	●	HAMG 1321 - Introduction to the Hospitality Industry	3	
	●	CHEF 1205 - Sanitation and Safety	2	
	●	ENGL 1301 - English Composition OR ENGL 2311 - Technical and Business Writing	3	Prerequisite: TSI complete in reading and writing or exempt.
●	●	TRVM 2301 - Introduction to Convention/ Meeting Management	3	
			14	Program Semester Hours / Meet with your advisor

		Semester 2		
●	●	Restricted Elective	3	Restricted electives must be chosen from the following courses: 1 elective must be chosen from TRVM 1327 or TRVM 2355.
	●	CHEF 1301 - Basic Food Preparation	3	Prerequisites: CHEF 1205 and IFWA 1217 (both completed with minimum grade C; can be taken concurrently).
●	●	HAMG 2307 - Hospitality Marketing and Sales	3	
	●	HAMG 1313 - Front Office Management	3	
			12	Program Semester Hours / Meet with your program advisor
		Semester 3		
●	●	HAMG 2301 - Principles of Food and Beverage Operations-Catering	3	Capstone Course.
●	●	HAMG 1319 - Computers in Hospitality	3	
	●	Mathematics	3	Select from: MATH 1314, MATH 1332, MATH 1342. Prerequisites: See Course Descriptions
			9	Program Semester Hours / Meet with your program advisor
		Semester 4		
	●	Social and Behavioral Sciences	3	Select from the appropriate section of the Core Curriculum Course List.
	●	HAMG 1324 - Hospitality Human Resources Management	3	
●	●	Restricted Elective	1-3	AAS Restricted electives must be chosen from: HAMG 1191, HAMG 1317, TRVM 1391, TRVM 2305, MUSB 1341, TRVM 2372. If not previously completed: TRVM 1327 or TRVM 2355. A course may only be used once to meet program requirements. Certificate Restricted elective must be chosen from: HAMG 1317, HAMG 2388, HAMG 2389, RSTO 1301, TRVM 1391, TRVM 2305, TRVM 2372. If not previously completed: TRVM 1327, TRVM 2355, TRVM 2333, or MUSB 1341. A course may only be used once to meet program requirements.
●	●	HAMG 1340 - Hospitality Legal Issues	3	
	●	Language, Philosophy, and Culture OR Creative Arts	3	Select from the appropriate section of the Core Curriculum Course List.
			13-15	Program Semester Hours / Meet with your program advisor
		Semester 5		
	●	HAMG 2332 - Hospitality Financial Management	3	Prerequisites: MATH 1314, MATH 1332, OR MATH 1342 and HAMG 1321 with a minimum grade C.
●	●	TRVM 2333 - Applied Convention/Meeting Management	3	Prerequisite: TRVM 2301. Certificate only: can also take MUSB 1341. Achievement: Level 1 Certificate in Meeting Planning
	●	HAMG 2305 - Hospitality Management and Leadership	3	
	●	HAMG 2389 - Internship – Hospitality Administration/Management, General	4	Achievement: Associate of Applied Science degree in Meeting and Event Planning Specialization
			12	Program Semester Hours
Total Program Hours 60-62				

Please always check online at catalog.austincc.edu or meet with your academic or program advisor to ensure that you are viewing the latest and most accurate information.

Career & Transfer Resources

ACC's Career and Transfer websites provide detailed, guided information on career exploration and transfer.

www.austincc.edu/career; www.austincc.edu/transfer

For further information regarding this specific program, please see the Career & Transfer Resources supplement provided in the next section of this Program Map.

Program Map

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Career & Transfer Resources Updated 8/18/17

Career Information

What Jobs are Available

Areas of career opportunities for students completing this program are corporate event management, exposition and tradeshow management, conventions and conferences, visitors' bureaus, catering, venue sales, hotels and resorts, wedding planners, destination marketing specialists, theme and amusement parks, and casinos. Visit the Hospitality, Meeting and Event Planning, Tourism Department website for additional information on potential career choices: sites.austincc.edu/hospitality/

Common Job Titles

Meeting, Convention, and Event Planners, Catering Director, Conference Planner, Conference Planning Manager, Conference Services Director, Conference Services Manager, Convention Services Director, Convention Services Manager (CSM), Event Coordinator, Events Manager, Special Events Coordinator, Wedding Planner

Regional Labor Market Information

Meeting, Convention, and Event Planners: New workers generally start around \$30,461. Normal pay for Meeting, Convention, and Event Planners is \$46,550 per year, while highly experienced workers can earn as much as \$70,591. Over the last year, 91 companies have posted 413 jobs for Meeting, Convention, and Event Planners in this region. There are currently 1,076 Meeting, Convention, and Event Planners that are employed in Austin-Round Rock, TX.

Source: <https://austincc.emsicc.com/careers/meeting-convention-and-event-planner>

Career and labor market research tools (see Quick Reference Guide at <http://www.austincc.edu/career>):

EMSI: <https://austincc.emsicc.com/>, Bureau of Labor Statistics: <http://www.bls.gov/ooh/>, O*NET: <https://www.onetonline.org/>

Career Resources: ACC's career services website provides information on career exploration and employment at <http://www.austincc.edu/career>. Students are encouraged to consult with their [area of study advisor](#) for additional career assistance. The above information is provided as a guide and reference tool for occupations related to this program. This is not a guarantee of job placement in any of these occupations after successful completion of an ACC program. The common job titles listed are representative titles and are provided for career research. These are not the only occupations possible in this area of study.

Transfer Information

The Associate of Applied Science in Meeting and Event Planning prepares students to directly enter the workforce. A Bachelor of Applied Arts and Sciences (BAAS) is a degree option for students in AAS programs who want to transfer and complete a 4-year degree.

Transfer Guides: *The universities listed here do not constitute an ACC endorsement. Transfer course evaluations and determination of which courses will count toward a bachelor's degree are made by the receiving transfer institution.*

Texas State University: <http://www.owls.txstate.edu/undergraduate-degrees/applied-arts-sciences.html>

Concordia University Texas: <http://www.concordia.edu/academics/college-of-business-and-communication/baas-in-business.html>

Texas A&M University - Central Texas: <https://www.tamuct.edu/degrees/undergraduate/business-management.html>

Texas Tech University: https://www.depts.ttu.edu/universitystudies/prospective_students/baas.php

Additional Transfer Resources: ACC's transfer website provides information on additional colleges & universities: <http://www.austincc.edu/transferguides>. Students are encouraged to consult with a faculty advisor, [area of study advisor](#), and/or their chosen transfer institution to ensure courses taken at ACC will apply toward their bachelor's degree program.