MGMT – Management

MGMT 1100 - Principles of Management
3.000 Credits 3.000 Contact Hours
Develops skills and behaviors necessary for successful supervision of people and their job responsibilities. Emphasis will be placed on real life concepts, personal skill development, applied knowledge and managing human resources. Course content is intended to help managers and supervisors deal with a dramatically changing workplace being affected by technology changes, a more competitive and global market place, corporate restructuring and the changing nature of work and the workforce. Topics include understanding the manager’s job and work environment; building an effective organizational culture; leading, directing, and the application of authority; planning, decision-making, and problem-solving; human resource management, administrative management, organizing, and controlling.

MGMT 1105 - Organizational Behavior
3.000 Credits 3.000 Contact Hours
Provides a general knowledge of the human relations aspects of the senior-subordinate workplace environment. Topics include employee relations principles, problem solving and decision making, leadership techniques to develop employee morale, human values and attitudes, organizational communications, interpersonal communications, and employee conflict.

MGMT 1110 - Employment Rules and Regulations
3.000 Credits 3.000 Contact Hours
Develops a working knowledge of the laws of employment necessary for managers. Topics include employment law, the courts, Alternative Dispute Resolution (ADR), discrimination law, selecting applicants under the law, OSHA and safety, affirmative action, at-will doctrine, right to privacy, Fair Labor Standards Act (FLSA), Family Medical Leave Act (FMLA), workers compensation, unemployment compensation, and National Labor Relations Act.

MGMT 1115 - Human Resource Management
3.000 Credits 3.000 Contact Hours
Designed as an overview of the Human Resource Management (HRM) function and of the manager and supervisors role in managing the career cycle from organizational entry to exit. It acquaints the student with the authority, responsibility, functions, and problems of the human resource manager, with an emphasis on developing familiarity with the real world applications required of employers and managers who increasingly are in partnership with HRM generalists and specialists in their organizations. Topics include strategic human resource management, contemporary issues in HRM; ethics, diversity and globalization; the human resource/supervisor partnership; human resource planning and productivity; job description analysis, development, and design; recruiting, interviewing, and selecting employees; performance management and appraisal systems; employee training and development: disciplinary action and employee rights; employee compensation and benefits; labor relations and employment law; and technology applications in HRM.

MGMT 2120 - Labor Management Relations
3.000 Credits 3.000 Contact Hours
Provides a student with an overview of the relationship of rank and file employees to management in business organizations. The nature of the workplace, the economic foundations of work organizations, and the history of the relationship between management and labor is examined. The course acquaints the student with the principles of developing positive relationships between management and labor within the context of the legal environment governing labor relations. Topics include the nature of the American workplace; the economic history of business organizations, the historical roots of labor-management relations; adversarial and cooperative approaches to labor relations; the legal framework of labor relations; employee-employer rights; collective bargaining and union organizing processes; union and nonunion grievance procedures; international labor relations; and the future of labor-management relations in a changing economy. Case studies, readings, and role-plays are used to simulate workplace applications in labor relations.

MGMT 2125 - Performance Management
3.000 Credits 3.000 Contact Hours
Develops an understanding of how fostering employer/employee relationships in the work setting improves work performance. Develops legal counseling and disciplinary techniques to use in various workplace situations. Topics include the definitions of coaching, counseling, and discipline; importance of the coaching relationship; implementation of an effective counseling strategy; techniques of effective discipline; and performance evaluation techniques.
MGMT 2100 - Production/Operations Management
3.000 Credits 3.000 Contact Hours
Prerequisites: Regular Status
This course provides an intensive study of the overall field of production/operations management. Topics include production management, production managers, operational design, capacity planning, aggregate planning, inventory management, project management, and quality control/assurance.

MGMT 2110 - Project Management
3.000 Credits 3.000 Contact Hours
Prerequisites: Regular Status
This course provides a basic understanding of project management functions and processes. Topics include project selection and management; project planning, definition, and scheduling; project tasks; resource negotiation, allocation, and leveling; project control, monitoring, and reporting; computer tools for project planning and scheduling; managing complex relationships between project team members and other organizations; critical path methodology; and total quality management.

MGMT 2115 - Team Project
3.000 Credits 3.000 Contact Hours
Prerequisites: Regular Status
This course utilizes team methodologies to study the field of management. It encourages students to discuss their perception of management practices which have been studied during the management program. Topics include current issues and problems in management and supervision and state-of-the-art management and leadership techniques. Students will be put into teams, work on team projects to demonstrate their understanding of the competencies of this course, and will do peer evaluation. Potential team projects could include authoring a management book covering the competencies, videos, web sites, bulletin boards, and slide presentations among others.

MGMT 2130 - Employee Training and Development
3.000 Credits 3.000 Contact Hours
This course focuses on supervision in the service sector with special emphasis on team building, quality management, and developing a customer focus. It addresses issues related to training and development, including critical success factors for employees, the context of training, the role of world-class customer service, and conflict resolution. Topics include principles of service industry supervision, team building, customer service operations, TQM in a service environment, business software applications, communication in the service sector, introduction to information systems, selling principles and sales management, retail management, and legal issues in the service sector.

MGMT 2135 - Management Communication Techniques
3.000 Credits 3.000 Contact Hours
This course emphasizes the full range of communication strategies required to become a successful manager and prepare managers for the skills required to communicate effectively in business today. Topics include organizational/strategic communication, interpersonal communication, presentation techniques, presentation technology & applications, team/group communication, intercultural communication, external stakeholder communication and using spreadsheet applications for business problem solving.

MGMT 2140 - Retail Management
3.000 Credits 3.000 Contact Hours
This course develops a working knowledge of managing a retail business from a variety of perspectives with an emphasis on store management. The emphasis is on contemporary issues in retailing, particularly the process of supervising customer service and dealing with the changing demographics of retailing. An application focus on the use of information technologies, the internet, and electronic retailing is intended to give the student hands-on experience in retail management. Topics include strategic retail management; store, non-store, and nontraditional retailing; retail human resource management; developing a customer-focused service strategy; managing customer service; retail operations and financial management; merchandise management; buying and inventory management; global, cataloging, and electronic retail management; and information technology applications in retailing.

MGMT 2145 - Business Plan Development
3.000 Credits 3.000 Contact Hours
This course provides students with knowledge and skills necessary for a manager or entrepreneur to develop and implement a business plan. Topics include business/community compatibility, introduction to cash flow and break even analysis, development of product/service idea, determination of market feasibility, determination of financial feasibility, development of marketing strategy, development of operations outline, and application of financial concepts.

MGMT 2150 - Quality Management Principles
3.000 Credits 3.000 Contact Hours
This course familiarizes the student with the principles and methods of quality management (QM). Topics include the history of quality control, quality control leaders, quality tools, QM implementation, team building for QM, and future quality trends.

MGMT 2160 - Legal And Ethical Environment of Business
3.000 Credits 3.000 Contact Hours
Prerequisites: Regular Status
This course introduces the legal, regulatory, and ethical environment of business. It explores the interrelatedness and influence of political, social, legal and regulatory, environmental, and technological issues, as well as the impact of demographic diversity on business organizations. It focuses on the role of these issues in business decision-making.

MGMT 2200 - Production/Operations Management
3.000 Credits 3.000 Contact Hours
Prerequisites: Regular Status
This course provides an intensive study of the overall field of production/operations management. Topics include production management, production managers, operational design, capacity planning, aggregate planning, inventory management, project management, and quality control/assurance.

MGMT 2205 - Service Sector Management
3.000 Credits 3.000 Contact Hours
This course focuses on supervision in the service sector with special emphasis on team building, quality management, and developing a customer focus. It addresses issues related to training and development, including critical success factors for employees, the context of training, the role of world-class customer service, and conflict resolution. Topics include principles of service industry supervision, team building, customer service operations, TQM in a service environment, business software applications, communication in the service sector, introduction to information systems, selling principles and sales management, retail management, and legal issues in the service sector.

MGMT 2210 - Project Management
3.000 Credits 3.000 Contact Hours
Prerequisites: Regular Status
This course provides a basic understanding of project management functions and processes. Topics include project selection and management; project planning, definition, and scheduling; project tasks; resource negotiation, allocation, and leveling; project control, monitoring, and reporting; computer tools for project planning and scheduling; managing complex relationships between project team members and other organizations; critical path methodology; and total quality management.

MGMT 2215 - Team Project
3.000 Credits 3.000 Contact Hours
Prerequisites: Regular Status
This course utilizes team methodologies to study the field of management. It encourages students to discuss their perception of management practices which have been studied during the management program. Topics include current issues and problems in management and supervision and state-of-the-art management and leadership techniques. Students will be put into teams, work on team projects to demonstrate their understanding of the competencies of this course, and will do peer evaluation. Potential team projects could include authoring a management book covering the competencies, videos, web sites, bulletin boards, and slide presentations among others.