

MANAGEMENT (MGT)

MGT 1010 – Principles of Management

3 Credit hours

Introduces the basic concepts and methods of management in the business enterprise is presented through a comparison of evolving management approaches, and through an examination of motivation, ethics, leadership, communication, and decision-making processes within the management functions of planning, organizing, leading and controlling. Past and present business situations are examined through events currently reported in the news media for the purpose of promoting the application of management theories and techniques.

Transfer: TAG.

MGT 1050 – Principles of Entrepreneurship

3 Credit hours

Investigates the skills necessary in creating and establishing a small business. Students will learn about the start-up process, how to research fundamental small business issues, strategies, decision making, risk and reward considerations and techniques designed to help students to create and operate their own business. Upon successful completion of the course, students should be able conceptualize the characteristics and entrepreneurial traits necessary for successful development of small business enterprises.

MGT 1250 – Team Building

3 Credit hours

Offers real business team situations and develops critical leadership skills to interact effectively. Students will conduct meetings, develop teams, lead discussions, conduct self-assessments, practice assertiveness, do problem-solving and decision-making in a group environment.

MGT 1990 – Independent Study in MGT

1-3 Credit hours

Provides Independent Study for students.

MGT 2000 – Human Resource Management

3 Credit hours

Introduces students to the human resources function for future managers in all departments. The employment process will be covered from writing job descriptions and employment planning to recruiting, interviewing, testing and hiring. Orientation and training will be discussed followed by various methods used for performance reviews and compensation. Employees' legal rights and labor relations are included with practical applications.

Prerequisites: MGT 1010.

MGT 2010 – Organizational Behavior

3 Credit hours

Examines the reactions, interactions, attitudes, and activities of individuals and groups within a goal-seeking organization. Includes business communication, motivation, team building, and conflict resolution. Course considers business relationships among supervisors and subordinates, business and its clients and informal groups with emphasis on the development of effective human relations.

Prerequisites: PSY 1010 or SOC 1010.

MGT 2060 – Employee and Labor Relations

3 Credit hours

Provides students with a complete picture of labor relations from the initial establishment of a bargaining relationship to the interactions that occur in a long established mature relationship. After developing a theoretical perspective, the negotiation process and contract administration are analyzed with modern issues included.

MGT 2410 – Employee Selection and Placement

3 Credit hours

Introduces legal and regulatory factors affecting selection and placement. Major topics include: Recruitment, Selection, Equal Employment Opportunity, Affirmative Action and Case Histories.

MGT 2435 – Benefits and Compensation

3 Credit hours

Introduces legal and regulatory factors affecting benefits and compensation. Other major topics covered include tax and accounting treatment of programs; economic factors affecting compensation philosophy, strategies and policy; job analysis, description and specification; job evaluations, pay structures, employee benefit programs, managing employee benefit programs, and evaluating the effectiveness of total benefit programs.

MGT 2440 – Training, Development and Safety

3 Credit hours

Examines legal and regulatory factors; HR training and the organization; training needs analysis; training and development programs; evaluation of training effectiveness, and presentation skills as well as introductory safety principles and practice; safety and the law, safety concepts, OSHA requirements, organization and administration effects, hazard control technology, human factors and relevant professional areas.

MGT 2490 – Applications in Business Administration

2 Credit hours

Provides an opportunity for students to showcase their educational experiences in the major. Students will conduct case studies about applications and practices in a major area of program knowledge and make oral presentations. Exercises will demonstrate competency in hands-on business administration activities. In addition, individuals will write a self-growth awareness essay for their last individual portfolio assignment.

Prerequisites: ACC 1010, COM 1110, MGT 1010, MGT 1250

Corequisites: MGT 2000, MGT 2010, MKT 1010.

MGT 2530 – Application in Human Resources

2 Credit hours

Emphasizes the application of knowledge gained from required classes in the Human Resource major. Individuals will conduct case studies about individual topics from a major area of human resource knowledge. Then, they will join a team to create a coherent oral team presentation. In addition, exercises will demonstrate the ability to engage in hands-on human resource activities. Finally, students will write a self-growth awareness essay for their individual portfolio assignment.

Prerequisites: ACC 1010, COM 1110, MGT 1010, MGT 1250

Corequisites: MGT 2060, MGT 2410, MGT 2435, MGT 2440.

MGT 2991 – Practicum

1 Credit hour

Requires the student to participate in an internship work experience in which the student will work for a minimum of 105 hours in a business administration, marketing or human resource related position. Exact duties will be agreed upon by the Faculty Member/Chair, Work Experience Supervisor and the Student. Student will be required to present a portfolio which summarizes their time spent in the work experience.

Corequisite: MGT 2992.

MGT 2992 – Seminar

1 Credit hour

Brings practicum students together with their instructor to discuss achievements, progress, and challenges occurring during their internship work experiences.

Corequisites: MGT 2991.