

Organizational Management

General Education	Hours Req.	Course	Requirement Met
General Education			
English Comp	3	ENG 101	Transfer Credit
English Comp	3	ENG 102	Transfer Credit
English Comp	3	ENG 203	Transfer Credit
Natural Science	4	NS 101/L	Transfer Credit
Natural Science	4	NS 102/L	Transfer Credit
Humanities	3	HUM 101	Transfer Credit
Humanities	3	HUM 102	Transfer Credit
Math	3	MTH 103	Transfer Credit
Total General Education	26		
The Concentration	Hours Req.	Course	Requirement Met
Business Journey	3	BUS 362	TC
Group & Org Dynamics	3	BUS 364	TC
Organizational Behavior	3	BUS 366	TC
Business Communication	3	BUS 368	TC
Management Principles	3	MGT 360	TC
Accounting for Managers	3	ACC 360	TC
Human Capital Management	3	MGT 362	TC

Finance for Managers		3	FIN 360	TC
Marketing for Managers		3	MKT 362	TC
Business Ethics & Individual		3	BUS 370	TC
Domestic Business Issues		3	BUS 450	TC
Global Business Issues		3	BUS 452	TC
Strategic Management		3	MGT 460	TC
Research Methods & Statistics		4	BUS 480	TC
Bus. Application Project		5	BUS 492	TC
*Portfolio Workshop			BUS 496	TC
Total Concentration		48		
Elective Credit(s)		20-25		
Total Elective Credit		20-25		
Total Hours Needed		120		

BUS 360. The Adult Journey. This module introduces adult learners to both classical and contemporary learning theory. As learners analyze adult learning theories, they will reflect on their own life experiences and review their strengths and motivations as adult learners. Adult learners will review the physical, psychological, and mental stages of learning development. Learners will have an opportunity to reflect, think critically, and prepare written responses to readings in the field of adult development. **3 credits.**

BUS 364. Group and Team Dynamics. This module is a study of group and team behavior and how group functioning affects organizational effectiveness. Emphasis is placed on decision making and resolving conflict in groups. Learners develop strategies for efficient and productive group management and determine which tasks groups or individuals handle. **3 credits.**

BUS 366. Organizational Behavior. Learners examine the formal and informal functions of organizations and analyze an agency or organization based on a systems model. Learners will also analyze and solve organizational problems using a step-by-step method. This analysis will be applied to learners' work-related projects. **3 credits.**

BUS 368. Business Communications. This module investigates communication and relationships in creating a productive work environment. Effectiveness in personal and social relationships is also covered through readings and exercises concerning nonverbal communication and constructive feedback, dealing with anger, and resolving conflict. Learners develop a model for effective relationships. **3 credits.**

MGT 360. Management Principles. Adult learners will examine the foundations and traditional approaches of management principles: planning, organizing, leading, and controlling. These incorporate the elements of delivering strategic value, building a dynamic organization, mobilizing people, and learning and changing. Leadership and collaboration is integrated with direct applications to the individual and group functioning in today's business environment. **3 credits.**

ACC 360. Accounting for Managers. In this module, the adult learners will build on the fundamentals covered in earlier, introductory accounting courses. Topics covered the introductory level will be taken to a greater depth and new dimensions will be added. Also, new topics will be introduced and explored. Adult learners will be challenged to develop relevant accounting-related skills and to integrate accounting knowledge with broader management issues. **3 credits.**

MGT 362. Human Capital Management. Learners explore the value and perceptions of selected groups affecting social and economic life through an analysis of policies and practices of recruitment, selection, training, development and compensation of employees. Special attention is given to Equal Employment Opportunity and Office of Safety and Health Administration legislation through a series of case studies and simulations. **3 credits.**

FIN 360. Finance for Managers. This module in corporate finance first covers the organization-wide use of financial planning within the firm. The adult learner will explore the financial tools available for planning and analysis, as well as how those tools are utilized to manage cash flows and financial resources, and to evaluate future investment opportunities. Next, three primary topics in corporate finance will be developed. These topics include the importance of short-term finance for current operations, the use of capital budgeting tools for investment analysis, and the foundation of long-term finance for defining the organization's cost of capital and optimal capital structure. **3 credits.**

MKT 362. Marketing for Managers. Through assigned readings, case studies, Web-site connections, class discussion, writing assignments, and the team project, adult learners will be exposed to basic marketing theory and terminology. They will be given the opportunity to apply these principles and concepts to real world, domestic and international situations. This exploration provides adult learners with an appreciation of the role of marketing in organizational strategic planning: an awareness of how customer behavior and decision data are collected and analyzed in the marketing planning process, and the confidence to participate with other organizational members to "connect with customers" in a variety of effective and meaningful ways. **3 credits.**

BUS 370. Business Ethics and Individual Values. This is a module in which the learner formulates a philosophy of life, providing the base for such concerns as ethics in business, accountability in government, respect for human rights, and responsible lifestyle in our contemporary world. Ethical theories and personal values – 138 – are examined through readings, analysis of the workplace, and classroom discussion. **3 credits.**

BUS 450. Domestic Business Issues. This module presents an analysis of major contemporary social problems, especially in the United States. Particular attention is given to the problems of poverty, racism, sexism, drug and alcohol abuse, and illiteracy, and their impact on the contemporary workplace. Consideration is given to diverse sociological perspectives regarding the causes, consequences and solutions to these problems. **3 credits.**

BUS 452. Global Business. Recognizing that today's college graduates will live in a world that is economically, politically, and environmentally connected, this module seeks to challenge learners to think beyond their immediate surroundings and see themselves as part of a large human community. The module focuses on the complex global, intercultural, and cross-cultural issues that graduates will face as citizens of a global and an interdependent world. **3 credits.**

MGT 460. Strategic Management. This module introduces adult learners to various management planning models and techniques and applies these to actual business cases. It stresses the concepts of strategic planning and strategic management. **3 credits.**

BUS 480. Research Methods and Statistics. This module will provide an overview of the research process and research methods for management and business learners in the Organizational Management program who are required to complete an independent research project in their workplaces to fulfill degree requirements. It will include how to identify and define a problem suitable for such research, how to find information and literature sources related to the defined problem, and how to evaluate and utilize sources. **4 credits.**

BUS 492. Business Application Project. Each learner combines his/her research and practical implementation of theories and concepts and develops an individual project. The project examines a problem in a learner's occupation. The learner's project is written and orally presented to the instructor and the learning group. **5 credits.**