

MANAGEMENT (MGT)

MGT 171 # - Supervision **Units: 3**

Supervision and Human Relations provides a skill-building approach to the successful transition from employee to first-level manager, beginning with the interpersonal skills needed to be a competent and cooperative contributor in a group environment through a better understanding of self and others. The course then examines concepts and provides practice in the application of supervisory abilities such as goal-setting, staffing, decision making, communicating, appraising performance, and managing conflict. In addition, compliance issues such as EEO, and workplace health and safety, will be addressed. Central to the course is better understanding of one's self as a supervisor, and exploring some of the more effective ways of relating to others.

Term Offered: Spring and Fall

MGT 201 # - Principles of Management **Units: 3**

Fundamentals and principles of management; administrative policies, objectives, procedures, problems of organization control and leadership.

Term Offered: Spring and Fall

MGT 212 # - Leadership and Human Relations **Units: 3**

The focus of the course is on understanding leader and follower behavior in organizations, in terms of both theory and practice. Central to the course is better understanding oneself as a leader and exploring some of the more effective ways of leading others. Some of the most challenging decisions facing future leaders will be those that involve values and morality. As such, the course includes ideas and concepts that will help future leaders incorporate a consideration of ethics into their own leadership approach.

Term Offered: Spring and Fall

MGT 235 # - Organizational Behavior **Units: 3**

Concepts, theories and case studies concerning the behavior of people in modern business organizations.

Enrollment Requirements: Prerequisite: MGT 201 or permission of the instructor.

Term Offered: AS NEEDED

MGT 283 # - Introduction to Human Resources Management **Units: 3**

Designed to develop an understanding of the duties and responsibilities of personnel at the mid-management level. Areas covered include: employee needs, human relations, orienting and training employees, benefit programs and economics of supervision.

Term Offered: Spring

MGT 290 # - Internship in Management **Units: 1-8**

A course designed wherein students will apply knowledge and skills to real on-the-job situations in a program designed by a company official and a faculty advisor to maximize learning experiences. Available to students who have completed most core and major requirements and have a 2.5 GPA. Contact the instructor for the application, screening, and required skills evaluation. Up to eight semester hour credits may be earned on the basis of 75 hours of internship for one credit. May be repeated for up to eight credits.

Term Offered: AS NEEDED