

# MGT - MANAGEMENT

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**MGT 171 - Supervision and Human Relations** **Units: 3**

Take a skill-building approach to your 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 yourself and others. Examine concepts and practice applying supervisory abilities such as goal-setting, staffing, decision making, communicating, appraising performance, and managing conflict. In addition, understand compliance issues such as EEO, and workplace health and safety. Gain a better understanding of yourself as a supervisor, and explore some of the more effective ways of relating to others.

*Term Offered: Spring and Fall*

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

Explore fundamental principles of management including concepts such as planning, organizing, leading, decision making, and more as you develop practical skills in an active learning environment. Discover tools to support your future management success as you discuss topics such as human resources, stress, sexual harassment, culture setting, motivation, and other key leadership issues.

*Term Offered: Spring and Fall*

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

Explore leader and follower behavior in organizations, in terms of both theory and practice as you learn to understand yourself as a leader and explore some of the more effective ways of leading others. You will find that some of the most challenging decisions facing leaders are those that involve values and morality. Discuss ideas and concepts that will help you incorporate consideration of ethics into your own leadership approach.

*Term Offered: Spring and Fall*

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

Explore concepts and theories in organizational management to include situational leadership, power, workplace politics and performance management. Review case studies concerning the behavior of people in modern business organizations to bring real world business situations into the classroom.

*Term Offered: Spring*

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

Develop an understanding of the duties and responsibilities of personnel at the mid-management level. Explore concepts such as employee needs, human relations, orienting and training employees, benefits programs, and economics of supervision as you learn the basic concepts of human resource management.

*Term Offered: Spring*