COURSE SYLLABUS

Tunxis Community College

Education That Works For a Lifetime

Course Title:	Principles of Management	**Date submitted:**	Spring 2014 (AAC: 14-26)
Department:	Business and Technology		
Curriculum:	Business Administration		

Course Descriptors: Make certain that the course descriptors are consistent with college and Board of Trustees policies, and the current course numbering system.

Course Code: (eg. ACC 101)	BMG*202
Course Type:	D/L

A: Clinical B: Lab D: Distance Learning I: Individual/Independent L: Lecture M: Seminar N: Internship P: Practicum U: Studio X: Combined Lecture/Lab Y: Combined Lecture/ Clinical/Lab Z: Combined Lecture/Studio

Elective Type:	G

E: English FA: Fine Arts HI: History HU: Humanities LAS: Liberal Arts & Sciences FL: Foreign Language M: Math S: Science SS: Social Science G: General

Credit Hours:	3
Developmental: (yes/no)	No
Contact Hours: Lecture:	3
Clinical:	0
Lab:	0
Studio	0
Other:	0
TOTAL:	3
Class Maximum:	35
Semesters Offered:	F/S

Prerequisites:

C- or better in Composition (ENG*101)

Corequisites:

None

Other Requirements:

None

Catalog Course Description:

Integrates the study of management principles with the development of leadership, teamwork, and interpersonal skills. Topics include the planning, organizing, leading, and controlling functions of management; as well as group dynamics, team building, leadership, conflict and change, diversity, and organizational culture. Through experiential and group exercises and case studies, students will gain experience in teamwork, leadership, problem solving, and decision-making.

Topical Outline: List course content in outline format.

A. Management of Organizations
   1. Introduction, Evolution of Management

	2. External Environment and Organizational Culture B. Planning 3. Managerial Decision Making and Planning 4. Quantitative Methods in Decision Making C. Organizing 5. Organizational Structure and Management Control 6. Human Resources Management and Managing a Diverse Workforce 7. Managing Change, Stress, Conflict, and Workplace Violence D. Leading 8. Perception, Personality, Values, Attitudes 9. Motivating for Performance 10. Group Dynamics 11. Teamwork, Teambuilding and Leadership 12. Communicating Effectively E. Controlling 13. Management Control Systems 14. Operations and Value Chain Management
Outcomes: Describe measurable skills or knowledge that students should be able to demonstrate as evidence that they have mastered the course content.	**Upon successful completion of this course, the student will be able to do the following:** **COURSE:** **1.** explain the positive role that business management plays in society through an understanding of history of management, contemporary approaches to management and business' role in fostering corporate social responsibility **2.** describe the role and function of strategic human resource management and the basics of hiring, development, compensation, performance management and labor relations **3.** analyze the role manager's play in the planning, organizing, leading and controlling process of management, with specific reflection on ethical understanding, implications and the reasoning abilities in today's organizations **4.** demonstrate an understanding of group dynamics and teamwork with culturally and intellectually diverse people, and the importance of fostering relationships with employers, peers, supervisors and subordinates
	PROGRAM: *(Numbering reflects Program Outcomes as they appear in the college catalog)* **<u>Business Administration Progam</u>** 1. successfully complete the business administration core courses and demonstrate competencies necessary for success in business administration including an understanding of: a) the impact of leadership, employee behavior, organizational culture, group dynamics, and the team-based approach in defining organizational culture, and

	attaining organizational goals and objectives 2. demonstrate the ability to integrate knowledge and apply learned skills for real-world business decision-making 3. demonstrate proficiency in the General Education Abilities as they apply to the business professions
	GENERAL EDUCATION: *(Numbering reflects General Education Outcomes as they appear in the college catalog)* **2. Critical Analysis/ Logical Thinking -** Students will be able to organize, interpret, and evaluate evidence and ideas within and across disciplines; draw reasoned inferences and defensible conclusions; and solve problems and make decisions based on analytical processes. **Demonstrates**: Identifies the issue(s); formulates an argument; explains and analyzes relationships clearly; draws reasonable inferences and conclusions that are logical and defensible; provides support by evaluating credible sources of evidence necessary to justify conclusions. **Does Not Demonstrate:** Identifies few or no issues; formulates an argument without significant focus; provides an unclear explanation of analysis and relationships; drawing few reasonable inferences and conclusions that are illogical and indefensible; provides little to no support using credible sources of evidence necessary to justify conclusions. **11. Written Communication (embedded) -** Students will be prepared to develop written texts of varying lengths and styles that communicate effectively and appropriately across a variety of settings. **Demonstrates**: Writes articulate texts using appropriate evidence and appeals as determined by the rhetorical situation. **Does Not Demonstrate:** Writes texts lacking appropriate evidence and appeals as determined by the rhetorical situation.
Evaluation: List how the above outcomes will be assessed.	**Assessment will be based on:** examinations quizzes experiential exercises papers oral presentations group projects
Instructional Resources: List library (e.g. books, journals, on-line resources), technological (e.g. Smartboard, software), and other resources (e.g. equipment, supplies, facilities) required and desired to teach this course.	**Required:** None **Desired:** None
Textbook(s)	Refer to current academic year printout