

# MGT

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## Courses

### **MGT 101 Principles of Management**

**3 Credits. 3 Lecture Hours. 0 Lab Hour.**

A course on the history and fundamental concepts of modern management. Topics include: planning, leading, organizing and controlling; global and domestic environments for management; change management; quality management; team management; and communication skills for managers.

Prerequisites: AFL 080 or appropriate placement test score

### **MGT 105 Human Resource Management**

**3 Credits. 3 Lecture Hours. 0 Lab Hour.**

A course on the role of the human resource department and the supervisor's role in various human resource functions. Topics include: recruiting, choosing, and training employees; compensation and benefits; performance evaluation; disciplinary actions; and workplace rights and responsibilities.

Prerequisites: None

### **MGT 110 Employee Compensation and Benefits**

**3 Credits. 3 Lecture Hours. 0 Lab Hour.**

A course on concepts of compensation and benefits programs. Topics include: the labor market, pay structures, collective bargaining, health care plan administration, cost control techniques, retirement and savings plans, disability insurance, and workers' compensation.

Prerequisites: MGT 105

### **MGT 120 Entrepreneurship**

**3 Credits. 3 Lecture Hours. 0 Lab Hour.**

A course on starting and growing new businesses. Topics include: identifying new venture opportunities, evaluating the viability of a new venture, and understanding skills needed for successful business operations. Students prepare a business plan for potential investor review.

Prerequisites: None

### **MGT 125 Business Ethics**

**3 Credits. 3 Lecture Hours. 0 Lab Hour.**

A course on principles of business ethics and moral reasoning. Topics include: corporate disclosure, discrimination, whistle blowing, computer crime, and international ethics.

Prerequisites: None

### **MGT 130 Project Management**

**3 Credits. 3 Lecture Hours. 0 Lab Hour.**

An introduction to project management in various industries. Topics include: planning and prioritizing projects, obtaining project approvals, working with diverse teams, managing all elements of projects, evaluating project results, and using Microsoft Project software.

Prerequisites: None

### **MGT 140 Quality Management**

**3 Credits. 3 Lecture Hours. 0 Lab Hour.**

A course on concepts and techniques of quality management and continuous improvement for manufacturing and service organizations. Topics include: establishing a customer driven organization, and using effective feedback and control systems.

Prerequisites: MGT 100 or MGT 101

### **MGT 145 Training Development and Facilitation**

**3 Credits. 3 Lecture Hours. 0 Lab Hour.**

A course on concepts and techniques for successful implementation of training and information sessions in a business environment. Topics include: needs assessment, transfer of training, learning environment design, training methods, and evaluation of training programs.

Prerequisites: MGT 105

### **MGT 160 Small Business Funding**

**3 Credits. 3 Lecture Hours. 0 Lab Hour.**

A course on funding issues confronting start-up ventures and entrepreneurs. Topics include: tools, concepts, and approaches to financial operations of small businesses; determining financial need; placing value on a venture; locating funding sources; and preparing funding requests.

Prerequisites: ACC 101 and MGT 120

### **MGT 191 Part-Time Cooperative Education 1: Management**

**1 Credit. 1 Lecture Hour. 20 Lab Hours.**

Students seeking an associate's degree participate in their first part-time field learning experience related to their degree. Students are expected to register for academic courses during the same semester. Students must follow cooperative education policies and procedures to earn credit. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: BUS 190

**MGT 192 Part-Time Cooperative Education 2: Management****1 Credit. 1 Lecture Hour. 20 Lab Hours.**

Students seeking an associate's degree participate in their second part-time field learning experience related to their degree. Students are expected to register for academic courses during the same semester. Students must follow cooperative education policies and procedures to earn credit. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: MGT 191

**MGT 193 Part-Time Cooperative Education 3: Management****1 Credit. 1 Lecture Hour. 20 Lab Hours.**

Students seeking an associate's degree participate in their third part-time field learning experience related to their degree. Students are expected to register for academic courses during the same semester. Students must follow cooperative education policies and procedures to earn credit. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: MGT 192

**MGT 194 Part-Time Cooperative Education 4: Management****1 Credit. 1 Lecture Hour. 20 Lab Hours.**

Students seeking an associate's degree participate in their fourth part-time field learning experience related to their degree. Students are expected to register for academic courses during the same semester. Students must follow cooperative education policies and procedures to earn credit. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: MGT 193

**MGT 195 Part-Time Cooperative Education 5: Management****1 Credit. 1 Lecture Hour. 20 Lab Hours.**

Students seeking an associate's degree participate in their fifth part-time field learning experience related to their degree. Students are expected to register for academic courses during the same semester. Students must follow cooperative education policies and procedures to earn credit. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: MGT 194

**MGT 196 Part-Time Cooperative Education 6: Management****1 Credit. 1 Lecture Hour. 20 Lab Hours.**

Students seeking an associate's degree participate in their sixth part-time field learning experience related to their degree. Students are expected to register for academic courses during the same semester. Students must follow cooperative education policies and procedures to earn credit. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: MGT 195

**MGT 198 First Year Special Topics in Management****1-9 Credits. 0 Lecture Hour. 0 Lab Hour.**

A course on selected topics related to Management, which gives students opportunities to study information not currently covered in other courses.

Grades issued are A, B, C, D, or F.

Prerequisites: Vary by section

**MGT 199 First Year Independent Project in Management****1-9 Credits. 0 Lecture Hour. 0 Lab Hour.**

A project related to Management that is completed by one or more students to meet specific educational goals. Projects must have prior approval and supervision by Management faculty. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: Vary by section

**MGT 220 Leadership****3 Credits. 3 Lecture Hours. 0 Lab Hour.**

A course on the role of successful integrative leaders in organizations. Topics include: historical and contemporary approaches to leadership, leadership for change, team leadership, servant leadership, and communication skills for leaders.

Prerequisites: MGT 100 or MGT 101

**MGT 290 Business Management Capstone****3 Credits. 2 Lecture Hours. 2 Lab Hours.**

Students use case studies and simulations to examine the entire scope of management, including functional and decision making areas such as production, management, marketing, finance, and accounting.

Prerequisites: MGT 100 or MGT 101, MKT 101, ACC 101

**MGT 291 Full-Time Cooperative Education 1: Management****2 Credits. 1 Lecture Hour. 40 Lab Hours.**

Students seeking an associate's degree participate in their first full-time field learning experience related to their degree. Students must follow cooperative education policies and procedures to earn credit. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: BUS 190

**MGT 292 Full-Time Cooperative Education 2: Management****2 Credits. 1 Lecture Hour. 40 Lab Hours.**

Students seeking an associate's degree participate in their second full-time field learning experience related to their degree. Students must follow cooperative education policies and procedures to earn credit. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: MGT 291

**MGT 293 Full-Time Cooperative Education 3: Management****2 Credits. 1 Lecture Hour. 40 Lab Hours.**

Students seeking an associate's degree participate in their third full-time field learning experience related to their degree. Students must follow cooperative education policies and procedures to earn credit. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: MGT 292

**MGT 298 Second Year Special Topics in Management****1-9 Credits. 0 Lecture Hour. 0 Lab Hour.**

A course on selected topics related to Management, which gives students opportunities to study information not currently covered in other courses.

Grades issued are A, B, C, D, or F.

Prerequisites: Vary by section

**MGT 299 Second Year Independent Project in Management****1-9 Credits. 0 Lecture Hour. 0 Lab Hour.**

A project related to Management that is completed by one or more students to meet specific educational goals. Projects must have prior approval and supervision by Management faculty. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: Vary by section