

MANAGEMENT (BMGT, BUSG, HRPO, MRKG)

BMGT-1301. Supervision. (3 Credits)

(3-3-0) This course is taken for academic credit. Students will earn an A, B, C, D, F, or W. The role of the supervisor. Includes managerial functions as applied to leadership, counseling, motivation, and human relations skills.

BMGT-1309. Information and Project Mgt. (3 Credits)

Critical path methods for planning and controlling projects. Includes time/cost tradeoffs, resource utilization, stochastic considerations, task determination, time management, scheduling management, status reports, budget management, customer service, professional attitude, and project supervision.

BMGT-1325. Office Management. (3 Credits)

(3-3-0) This course is taken for academic credit. Students will earn an A, B, C, D, F, or W. Systems, procedures, and practices related to organizing and planning office work, supervising employee performance, and exercising leadership skills.

BMGT-1327. Principles of Management. (3 Credits)

(3-3-0) This course is taken for academic credit. Students will earn an A, B, C, D, F, or W. Concepts, terminology, principles, theories, and issues in the field of management.

BMGT-1341. Business Ethics. (3 Credits)

(3-3-0) This course is taken for academic credit. Students will earn an A, B, C, D, F, or W. Discussion of ethical issues, the development of a moral frame of reference, and the need for an awareness of social responsibility in management practices and business activities. Includes ethical corporate responsibility.

BMGT-2368. Practicum, Business Administration and Management. (3 Credits)

(3-1-20) This course is taken for academic credit. Students will earn an A, B, C, D, F, or W. Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. Lab fee.

BUSG-1191. Special Topics in Gen Business. (1 Credit)

This course is taken for academic credit. Students will earn an A, B, C, D, F, or W.

BUSG-1291. Special Topics in Gen Business. (2 Credits)

This course is taken for academic credit. Students will earn an A, B, C, D, F, or W.

BUSG-1301. Introduction to Business. (3 Credits)

(3-3-0) This course is taken for academic credit. Students will earn an A, B, C, D, F, or W. Fundamental business principles including structure, functions, resources, and operational processes.

BUSG-1304. Financial Literacy (formerly Known As Introduction to Financial Advising). (3 Credits)

(3-3-0) This course is taken for academic credit. Students will earn an A, B, C, D, F, or W. A study of the financial principles when managing financial affairs. Includes topics such as budgeting, retirement, property ownership, savings, and investment planning.

BUSG-1366. Practicum I. (3 Credits)

(3-1-20) This course is taken for academic credit. Students will earn an A, B, C, D, F, or W. Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated. Lab fee.

BUSG-1391. Special Topics in Gen Business. (3 Credits)

This course is taken for academic credit. Students will earn an A, B, C, D, F, or W.

BUSG-2309. Small Business Management. (3 Credits)

(3-3-0) Starting, operating, and growing a small business. Includes essential management skills, how to prepare a business plan, accounting, financial needs, staffing, marketing strategies, and legal issues.

BUSG-2366. Practicum II. (3 Credits)

(3-1-20) This course is taken for academic credit. Students will earn an A, B, C, D, F, or W. Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated. Lab fee.

BUSG-2381. Cooperative Education: Business/Commerce. (3 Credits)

Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component.

HRPO-2301. Human Resources Management. (3 Credits)

(3-3-0) This course is taken for academic credit. Students will earn an A, B, C, D, F, or W. Behavioral and legal approaches to the management of human resources in organizations.

HRPO-2307. Organizational Behavior. (3 Credits)

(3-3-0) This course is taken for academic credit. Students will earn an A, B, C, D, F, or W. The analysis and application of organizational theory, group dynamics, motivation theory, leadership concepts, and the integration of interdisciplinary concepts from the behavioral sciences.

MRKG-1311. Principles of Marketing. (3 Credits)

(3-3-0) This course is taken for academic credit. Students will earn an A, B, C, D, F, or W. An introduction to the marketing mix functions and process. Includes identification of consumer and organizational needs and explanation of environmental issues.

MRKG-2349. Advertising and Sales Promotion. (3 Credits)

(3-3-0) This course is taken for academic credit. Students will earn an A, B, C, D, F, or W. Integrated marketing communications. Includes advertising principles and practices. Emphasizes multi-media of persuasive communication including buyer behavior, budgeting, and regulatory constraints.