

Inver Hills Community College

BUS 2021: Principles of Management

A. COURSE DESCRIPTION

Credits: 3

Lecture Hours/Week: 3

Lab Hours/Week: 0

OJT Hours/Week: *.*

Prerequisites: None

Corequisites: None

MnTC Goals: None

Studies management's role in helping organizations establish and achieve their mission and goals. Assists individuals in developing the skills needed to become successful practicing managers in today's society. Major areas of focus include the historical functions of management (planning, organizing, leading and controlling) as well as emerging ideas and practices that are transforming management and leadership in modern organizations.

B. COURSE EFFECTIVE DATES: 01/09/2017 - Present

C. OUTLINE OF MAJOR CONTENT AREAS

1. Management history and current theories. 10%
2. Organizational culture and its impact on the individual and the organization. 10%
3. Creative problem solving and decision making. 10%
4. Strategic and tactical planning. 10%
5. Teamwork organizational structures and best practices. 10%
6. Leadership, including personal traits and skills of effective leaders. 10%
7. Motivational theories and approaches for improved performance. 10%
8. Managing change in the modern workplace, including control systems for finances
9. Ethical decisions faced by management and ethical frameworks for making decisions. 10%
10. Global management issues in the diverse, modern organization. 10%

D. LEARNING OUTCOMES (General)

1. Understand the historical and philosophical origins of management.
2. Comprehend the four functions of management: planning, organizing, leading, and controlling.
3. Identify the activities commonly associated with line, mid-level, and executive management positions.
4. Recognize the nature and role of culture within an organization.
5. Understand organizational design structures and the potential advantages and disadvantages associated with each.
6. Apply qualitative and quantitative decision-making activities to individual and organizational alternatives.
7. Identify personal traits and skill sets of effective leaders.
8. Understand motivational theories and approaches and their possible applications in a wide variety of work settings.
9. Assess opportunities for change within an organization and options for improved performance.
10. Recognize ethical decisions managers face, and ethical frameworks to assist with these decisions.
11. Understand global management issues in the diverse, modern organization.

E. Minnesota Transfer Curriculum Goal Area(s) and Competencies

None

F. LEARNER OUTCOMES ASSESSMENT

As noted on course syllabus

G. SPECIAL INFORMATION

None noted