

MGT 301-001 (11109) – Principles of Management (NB) (3 cr. hrs)

**College of Business and Technology
Eastern Kentucky University
Fall 2017**

Professor: Allen D. Engle, Sr.
E-Mail: allen.engele@eku.edu
Office: BTC 120
Meeting Time: Tuesday & Thursday, 11:00am – 12:15pm
Meeting Location: BTC 049 (Rogow Room)
Office Hours: Tuesday and Thursdays, 8:00am – 9:30 am; 12:30 pm - 2:00 pm; 3:30-4:30

Course Specifications

Prerequisite: Junior standing (at least 60 hours) with an overall GPA of 2.0. Not for students majoring or minoring in business. Credit will not be awarded for both MGT 301 and 300.

Course Catalog Description

Management principles with emphasis on organization theory and behavior, human resources and diversity, communications, production/operations management and quality issues, business ethics, development of management thought, management in the global arena, and management careers.

Course Objectives

This course equips students with a foundational understanding of business management practices. Drawing upon strategy, organizational behavior, and psychology, this course takes an evidence-based approach to prepare students to be well-rounded, thoughtful decision-makers within organizational environments. This course covers a variety of topics within business management such as strategy, entrepreneurship, organizational structure, organizational culture, human resource management, international business, ethics, diversity, planning/control systems, teams, decision-making, negotiations, and leadership.

Student Learning Outcomes

Upon completion of this course, you should be able to:

- Define the major topics and sub-topics within business management, and understand how each topic is related to one another.
- Recognize different management approaches, and evaluate the benefits and/or detriments of their applications within varying organizational contexts.

MGT 301-001 (11109) – Principles of Management (NB) (3 cr. hrs)

- Articulate business management recommendations through evidence-based logic.

Course Readings

Schermerhorn, J. R. and Bachrach, D. (2016). *Exploring Management*, 5th Edition. Wiley. ISBN- 978-1-119-11776-6

Evaluation

You will be evaluated based on:

	Points
Exam 1:	100
Exam 2:	100
Exam 3:	100
Exam 4:	100
Exam 5:	100
In Class Participation and Leadership	100
Total	600 points

Grades are assigned along the following scale: 100 – 90 = A; 89.99 – 80 = B; 79.99 – 70 = C; 69.99 – 60 = D; Below 60 = F.

Your mid-term grade will be posted before October 13th. Students with grades below a 70 % will be asked to meet with me in my office to receive feedback and create an action plan for class success.

Exams. Each exam is non-cumulative and multiple choice. These multiple choice questions will cover items in the textbook and class lectures.

In-Class Contribution. Contributions to class discussions are a critical component of this class. Students are expected to attend all classes and be prepared to respond to oral questions. You should be prepared to share your insights, experiences, and critiques, and to actively listen to and interpret the ideas presented by others. Your active participation in class activities plays a vital role in shaping the class learning environment. I encourage you to openly share your perspectives and critical examinations of topics and their applicability to your personal and/or professional experiences. You are, however, expected to present ideas that are well thought through and grounded in concepts and principles we have covered in this course (or covered in other courses) or you have encountered in your professional experiences. You are also expected to be respectful, supportive, and responsive to others' comments and questions.

MGT 301-001 (11109) – Principles of Management (NB) (3 cr. hrs)

The quality of your contributions to class discussions is more important than the frequency of your contributions. I offer the following points to help you prepare for each class. Quality comments:

- Provide a unique, but relevant, perspective based on analysis or theory.
- Link relevant concepts to personal experiences or current events.
- Apply theoretical concepts to common or unique workplace issues.
- Build on the comments or perspectives of other class members and contribute to moving the discussion or analysis forward.

Attendance

Students are strongly encouraged to attend class. All assignments (exams) draw heavily from class discussions. Thus, missing class will negatively affect your performance on exams. Missing class will also negatively affect your in-class contribution grade, as it will limit your opportunities to contribute to class discussions.

Excused Absences

Please email me if you have an emergency that warrants an excused absence. Depending upon the circumstances, I will request some form of documentation to validate your absence. For example, a medical emergency will require a doctor's note. I will not consider the absence excused until I have the requisite documentation.

There will be no make-up opportunities for an unexcused absence on an exam day. However, if appropriate documentation is provided (substantiating an excused absence) students will be given an opportunity for an equivalent but different makeup exam at the professor's convenience.

Professionalism

Class time is an opportunity to practice the behaviors of successful business professionals. Thus, the following behaviors will result in an in-class contribution grade of zero for the day: checking your phone or texting during class (it can wait); talking with neighbors while others are presenting (distracting to the presenter/contributor); coming late or leaving early from class (disruptive to the learning of others); cursing (unprofessional and unnecessary); ridiculing others (winners influence others through encouragement); bringing hot food to class (smelling your food will make me hungry); requesting a grade be rounded up (the only way to be fair to all students is to deny all requests); requesting extra credit (there are no opportunities for extra credit – maximize the current assignment opportunities).

MGT 301-001 (11109) – Principles of Management (NB) (3 cr. hrs)

Academic Integrity Policy

Students are advised that EKU's Academic Integrity policy will be strictly enforced in this course. The Academic Integrity policy is available at www.academicintegrity.eku.edu. Questions regarding the policy may be directed to the Office of Academic Integrity.

Disability

A student with a "disability" may be an individual with a physical or mental impairment that substantially limits one or more major life activities such as learning, seeing or hearing. Additionally, pregnancy or a related medical condition that causes a similar substantial limitation may also be considered a disability under the ADA.

If you are registered with the [Office of Services for Individuals with Disabilities](#), please obtain your accommodation letters from the [OSID](#) and present them to the course instructor to discuss any academic accommodations you need. If you believe you need accommodation and are not registered with the [OSID](#), please contact the office in the Whitlock Building Room 361 by email at disserv@eku.edu or by telephone at (859) 622-2933. Upon individual request, this syllabus can be made available in an alternative format.

Disclaimer

This syllabus is only a guide. Class interests may result in some topics being cut and others being added. Further, depending on time pressures and students' interests, some topics may receive more or less detail. The schedule and other elements in the syllabus may be changed.

ENGLE 8/17

MGT 301-001 (11109) – Principles of Management (NB) (3 cr. hrs)

Tentative Course Calendar Summary

Date	Chapter(s)	Topic
8/22 (Tu)	None	Introduction/Definitions
8/24 (Th)	Ch 1	Management
8/29 (Tu)	Ch 2	Ethics/Social Responsibility
8/31 (Th)	Ch 3	Decision Making
9/5 (Tu)	Ch 4	Planning
9/7 (Th)	Complete Ch 4/Review	
9/12 (Tu)	EXAM ONE (1 through 4)	
9/14 (Th)	Ch 5/Exams Back	Control
9/19 (Tu)	Ch 6	Strategic Management
9/21 (Th)	Ch 7	Structure and Design
9/26 (Tu)	Complete Ch 7/Review	
9/28 (Th)	EXAM TWO (5 through 7)	
10/3 (Tu)	Ch 8	Culture and Change
10/5 (Th)	Exams Back/Ch 9	Human Resource Management
10/10 (Tu)	Ch 10	Leadership
10/12 (Th)	Complete 10/Review	
10/17 (Tu)	ACADEMIC HOLIDAY	
10/19 (Th)	EXAM THREE (8 through 10)	
10/24 (Tu)	Ch 11	Behavior at Work
10/26 (Th)	Exams Back/Ch 12	Motivation
10/31 (Tu)	Ch 13	Teams
11/2 (Th)	Ch 14	Communication
11/7 (Tu)	Complete 14	
11/9 (Th)	EXAM FOUR (11 through 14)	
11/14 (Tu)	Ch 15	Diversity
11/16 (Th)	Ch 15 cont./Exams Back	
11/21 (Tu)	Chapter 16	Globalization
11/24 (Th)	ACADEMIC HOLIDAY	
11/28 (Tu)	Ch 16, cont.	Globalization
11/30 (Th)	Ch 17	Entrepreneurship
12/5 (Tu)	Ch 17, cont.	
12/7 (Th)	Catch up; Review for Final	

Final Exam (Chapters 15 through 17) is Thursday December 14th from 10:30 until 12:30.