

**COURSE OUTLINE—NEW COURSE FOR BAS SUPERVISION AND  
ORGANIZATIONAL MANAGEMENT  
MAN 3025 – PRINCIPLES OF MANAGEMENT AND SUPERVISION**

**I. COURSE NUMBER AND TITLE**

MAN 3025 – Principles of Management and Supervision

**II. COURSE DESCRIPTION**

MAN 3025 is a 3 credit hour course focusing on the foundations of management and supervision. Process and content of management are analyzed. Topics include historical approaches to management, the management functions (planning, organizing, leading, and controlling), as well as a self-reflective examination of each student's views of managerial responsibilities and their approach to management problems. Emphasis is on the student developing an awareness of the managerial balance between relationship skills and employee performance.

**III. RATIONALE**

The Bachelor of Applied Science in Supervision and Organizational Management (BAS SOM) program (Business Programs Department) is designed to equip students with technical and applied management skills, enabling them to enhance the productivity and efficiency of organizations. MAN 3025 is a core course in the BAS SOM program and provides students with central management theories and concepts. Students will enroll in this course during their first semester in the program.

**IV. IMPACT ASSESSMENT**

This is a required course for all students in the program. Prerequisites: At minimum, an AA or AS degree, and meeting college admission requirements, admission to the SOM degree program, or with departmental permission. The course will require additional course loads for existing faculty or the hiring of part-time faculty.

**V. COURSE LEARNING OUTCOMES (SOM Program Outcome)**

1. Apply ethical decision-making and considerations of social responsibility to management situations. (SOM #2)
2. Plan, organize, resource, lead, and monitor a project from inception to successful completion, including providing a written/presented evaluation of the experience. (SOM #4)
3. Manage employee/subordinate behaviors, expectations, and shortcomings through the appropriate blend of personality, leadership, and communication techniques. (SOM #6)
4. Manage the strategic planning process, from the development of an organizational mission statement to the creation of measurable goals, objectives, and activities. (SOM #9)

5. Identify and evaluate the value-creation chain of an organization so as to improve quality and profitability/efficiency of the organization's performance. (SOM #12)

#### **VI. GENERAL OBJECTIVES OF THE COURSE**

1. Provide a basic understanding of key managerial concepts and theories as they apply to the contemporary work environment.
2. Develop critical management skills and abilities necessary for managerial success.
3. Discuss the development of management thought, including individuals who have helped to shape the direction of the evolution.
4. Understand the historical foundation of management theory and international development.

#### **VII. TOPICAL OUTLINE**

1. Management and Managers.
2. Evolution of Management Thought.
3. Social Responsibility and Ethics.
4. Strategic Management and Planning in a Global Environment.
5. Planning in the Contemporary Organization.
6. Managerial Decision Making.
7. Organizing for Effectiveness and Efficiency
8. Organizational Design.
9. Strategic Human Resource Management.
10. Organizational Culture and Change.
11. Communicating Effectively within Diverse Organizations.
12. Leading in a Dynamic Environment.
13. Exploring Individual Differences and Team Dynamics.
14. Motivating Organizational Members.
15. Organizational Control in a Complex Business Environment.
16. Productivity and Quality in Operations
17. Information Technology and Control.

#### **VIII. SUGGESTED METHODS OF INSTRUCTION**

1. Lecture
2. Case studies
3. Online resources

#### **IX. SUGGESTED METHODS OF EVALUATION**

1. Quizzes
2. Individual projects (writing assignments)
3. Case studies
4. Class discussions