

Midland College
Master Syllabus

ORGANIZATIONAL MANAGEMENT/BACHELOR OF APPLIED SCIENCE

TMGT 3302 - Business and Economic Statistics
TMGT 3303 - Managerial Communications
TMGT 3304 – Finance for Managers
TMGT 3305 - Organizational Theory and Practice
TMGT 3307 – Operations Management
TMGT 3309 - Marketing for Managers
TMGT 3310 - Decision Making
TMGT 3311 - Human Resources Management
TMGT 3336 - Legal Issues for Managers
TMGT 3337 - Economics for Managers
TMGT 3338 - Accounting for Managers
TMGT 3347 - Ethics and Corporate Social Responsibility
TMGT 3352 - Entrepreneurship
TMGT 3353 - International Business
TMGT 3354 - Leadership
TMGT 3355 - Mediation and Negotiation
TMGT 3357 - Introduction to Public Administration
TMGT 3358 - Network Security Management
TMGT 3391 - Information Technology in Enterprise Management
TMGT 4303 - Electronic Commerce
TMGT 4320 - Organizational Design and Management Seminar
TMGT 4385 - Organizational Management Internship
TMGT 4386 - Organizational Management Internship
TMGT 4396 - Project Management

COURSE DESCRIPTIONS AND LEARNING OUTCOMES

TMGT 3302 - Business and Economic Statistics

An introduction to descriptive statistics and statistical inference for technical managers. Topics include sampling techniques, estimation, hypothesis testing, Chi-Square, and simple regression.

Student Learning Outcomes:

Solve complex management problems utilizing critical thinking, research methodology, and problem-solving techniques.

Assess the effects of the cultural, political, legal, technological, and economic forces that shape the global environment.

Apply oral, written, and electronic communication skills to effectively present and exchange information, including the use of management information systems, the internet and other applications to prepare and present reports.

Manage project planning and implementation.

Work effectively in a team-centered environment to accomplish shared goals and objectives.

TMGT 3303 - Managerial Communications

This course is a study of the skills necessary to communicate effectively in the workplace. Topics include selection of the proper channel and medium for information delivery, team building, business etiquette, and professionalism. Students will analyze and prepare correspondence, proposals, and reports. Students are required to deliver industry-related oral presentations.

Student Learning Outcomes:

Solve complex management problems utilizing critical thinking, research methodology, and problem-solving techniques.

Apply oral, written, and electronic communication skills to effectively present and exchange information, including the use of management information systems, the internet and other applications to prepare and present reports.

TMGT 3304 - Finance for Managers

This course is an introduction to the financial fundamentals needed by functional experts and upwardly mobile managers in human resources, marketing, production, and general management. Focus is on preparing to assume higher-level positions or undertaking organizational activities that require a basic knowledge of finance. The world of finance and its operations are presented in a simple, step-by-step manner. Topics include financial statement analysis, forecasting, budgeting, project evaluation and working capital management. Emphasis is on practical applications more than theory. Students will analyze and discuss the financial decisions of national and multinational corporations, based on case studies and reading.

TMGT 3305 - Organizational Theory and Practice

This course provides a comprehensive analysis of individual and group behavior in organizations. Its purpose is to provide an understanding of how organizations can be managed more effectively and at the same time enhance the quality of employee work life. Topics include motivation, goal setting and rewards, job design, group dynamics, work stress, power and politics, international aspects of organizations, organizational structure, communication and organizational change and development.

Student Learning Outcomes

Apply oral and written communication skills and leverage technology to enhance communications in order to prepare and present reports.

Promote the ability to work as a team member through guidance, coordination and contribution towards team goals.

TMGT 3307 - Operations Management

This course is an introduction to the concepts, principles, problems, and practices of operations management. Emphasis is on managerial processes for effective operations in both goods-producing and service-rendering organizations. Topics include operations strategy, process design, capacity planning, facilities location and design, forecasting, production scheduling, inventory control, quality assurance, and project management. The topics are integrated using a systems model of operations of an organization.

Student Learning Outcomes

Employ creative and critical thinking processes to resolve problems of the organization.

Understand the challenges involved in managing organizations within cultural, political, legal, technological, and economic forces and its impact on the future growth of the organization.

Promote the ability to work as a team member through guidance, coordination and contribution towards team goals

Use project and quality management strategies to successfully manage and implement projects/programs within the organization.

TMGT 3309 - Marketing for Managers

This course addresses the overview of marketing mix, functions, processes, and impact predictions and assessments. The course includes identification of consumer and organizational needs and the relationship of environmental issues. Students will identify the marketing mix components in relation to market segmentation; explain the environmental factors that influence consumer and organizational decision-making processes; complete a marketing plan; and use assessment methodology to predict impact on organizational performance.

Student Learning Outcomes

Employ creative and critical thinking processes to resolve problems of the organization.

Understand the challenges involved in managing organizations within cultural, political, legal, technological, and economic forces and its impact on the future growth of the organization.

Promote the ability to work as a team member through guidance, coordination and contribution towards team goals

Use project and quality management strategies to successfully manage and implement projects/programs within the organization.

TMGT 3310 - Decision Making

Analytic and systematic approach to the study of decision making through management science processes and techniques. Topics include quantitative analysis and decision-making relationships, simulation and risk analysis, and decision analysis using various criteria.

Student Learning Outcomes

Apply oral and written communication skills and leverage technology to enhance communications in order to prepare and present reports.

Use project and quality management strategies to successfully manage and implement projects/programs within the organization.

Promote the ability to work as a team member through guidance, coordination and contribution towards team goals.

Employ creative and critical thinking processes to resolve problems of the organization.

TMGT 3311 - Human Resources Management

This course examines the major trends in human resources management, including problems and issues faced by organizations and individuals in times of change. Responsibilities of the human resources department and the roles that every manager plays, both as a supervisor and as a client of the human resources department, are studied. Topics include human resources forecasting and planning, job design, employee selection, equal employment opportunity laws and judicial rulings, performance appraisal, compensation and benefits, career development, and labor relations.

Student Learning Outcomes

Apply oral and written communication skills and leverage technology to enhance communications in order to prepare and present reports.

Employ creative and critical thinking processes to resolve problems of the organization.

TMGT 3336 - Legal Issues for Managers

The student will develop an understanding of the legal environment of business and will develop an awareness of legal responsibilities and rights when dealing with persons and institutions in the business world. This course explores the State and federal laws that affect management behavior and organizational practices including business ethics, public policy, government regulation of business, employment law, product liability, consumer protection, and environmental regulation.

Student Learning Outcomes

Apply oral and written communication skills and leverage technology to enhance communications in order to prepare and present reports.

Employ creative and critical thinking processes to resolve problems of the organization.

TMGT 3337 - Economics for Managers

A study of economics and its role in managerial decision making. The course is focused on modern economic thinking and its relevance to business and management. Topics include market structure, production and cost, and public policy towards business.

This course is concerned with both theory and practice. The theory serves to sharpen analytical skills and the practice will provide experience in the application of those theories to real business problems.

Student Learning Outcomes

Assess the effects of the cultural, political, legal, technological, and economic forces that share the local, national and global environment.

Work effectively in an individual and team-centered environment to accomplish shared goals and objectives.

TMGT 3338 - Accounting for Managers

The use of accounting information by non-financial managers. Emphasis is placed on the interpretation, rather than the construction, of accounting information. The course will examine the technical managerial skills required to sustain and enhance the organizations performance through the accounting and finance processes of reporting, compliance, research analysis, interpretation and application. Topics such as activity-based costing, cost accounting, break-even and decision analysis, and budgeting and control are covered.

Student Learning Outcomes

Describe the role of accounting in society and how elements of society influence the role and nature of accounting.

Identify and describe the major basic accounting concepts and principles underlying financial accounting in the United States.

Use the basis accounting equation and accrual accounting to analyze, summarize and communicate basic transactions and events of a business entity, including the appropriate preparation of required financial statements.

Describe and illustrate the objectives and elements of effective internal control and the role of ethical behavior in the financial reporting process.

Identify, describe and apply elementary methods of analysis to interpret and evaluate entity performance as reported in financial statements and related communications.

Communicate accounting information needed for decision-making by management, creditors, and investors.

TMGT 3347 - Ethics and Corporate Social Responsibility

The student will develop an understanding for the importance of ethics in business and the corporate responsibilities that business organizations must assume in business and society.

An emphasis will be on contemporary trends in corporate responsibilities with respect to ethical, legal, economic and regulatory conditions in the global marketplace.

Student Learning Outcomes

Demonstrate professional and ethical conduct, critical thinking skills, and the confidence and ability to engage in life-long learning.

Demonstrate an understanding of the cultural, political, legal, technological, and economic forces that shape the global business environment.

TMGT 3352 - Entrepreneurship

This course presents a comprehensive study of the various factors of production in meeting the needs of consumers in creative and profitable way. Topics include market segment research, starting a new enterprise, forming an entrepreneurial team, venture capital sources, and formulation of a business plan.

Student Learning Outcomes

Assess the effects of the cultural, political, legal, technological, and economic forces that shape the global environment.

Apply oral, written, and electronic communication skills to effectively present and exchange information, including the use of management information systems, the internet and other applications to prepare and present reports.

TMGT 3353 - International Business

This course provides an overview of the international business environment and conditions affecting firms conducting business overseas. Special emphasis will be placed on managerial functions and elements of the management process in a firm operating under foreign economic, technological and political, social, and cultural environments.

Student Learning Outcomes

Assess the effects of the cultural, political, legal, technological, and economic forces that shape the global environment.

Apply oral, written, and electronic communication skills to effectively present and exchange information, including the use of management information systems, the internet and other applications to prepare and present reports.

TMGT 3354 - Leadership

This course examines the nature and scope of leadership as it relates to applied technology and workforce training environments. The techniques for leadership, empowerment and team building are emphasized.

Student Learning Outcomes

Employ creative and critical thinking processes to resolve various problems of the organization.

Understand the challenges involved in managing organizations within cultural, political, legal, technological, and economic forces and its impact on the future growth of the organization.

Promote the ability to work as a team member through guidance, coordination, and contribution toward team goals.

TMGT 3355 - Mediation and Negotiation

This course examines the nature of conflict and the methods to resolve conflict with an emphasis on collaborative problem solving and mediation. The theory and practice of negotiations are also studied, and students are given the opportunity to practice negotiation and mediation techniques through case study. Ethical decision making throughout these processes is addressed.

Student Learning Outcomes

Demonstrate professional and ethical conduct, critical thinking skills, and the confidence and ability to engage in life-long learning.

Apply oral, written, and electronic communication skills to effectively present and exchange information.

Investigate the broad spectrum of mediation and negotiation issues that managers face today and will face in the future.

TMGT 3357 - Introduction to Public Administration

This course concerns the hundreds of government agencies at federal, state, and local levels that are responsible for carrying out public policy. It concerns the management of these agencies – organizing the people and resources that make their on-going work possible. It also concerns the process of policy making that occurs in public agencies.

Student Learning Outcomes

Assess the effects of the cultural, political, legal, technological, and economic forces that shape the global environment.

Apply oral, written, and electronic communication skills to effectively present and exchange information, including the use of management information systems, the internet and other applications to prepare and present reports.

Work effectively in a team-centered environment to accomplish shared goals and objectives.

Solve complex management problems utilizing critical thinking, research methodology, and problem-solving techniques.

TMGT 3358 - Network Security Management

This course examines the nature and scope of network security management as it relates to applied technology and workforce training environments; the techniques for network security management, empowerment and team building are emphasized.

Student Learning Outcomes

Demonstrate the ability to utilize management information systems, business software, the Internet, and other computer applications to prepare managerial reports to support management decisions.

TMGT 3391 - Information Technology in Enterprise Management

The use of information technology in commercial and industrial enterprises. Topics include the use of computers and software in communication, accounting, inventory management, production, automation, sales, and financial forecasting.

Student Learning Outcomes

Use the stakeholder approach to decision making.

Assess the effects of the cultural, political, legal, technological, and economic forces that shape the global environment.

Apply oral, written, and electronic communication skills to effectively present and exchange information, including the use of management information systems, the internet and other applications to prepare and present reports.

TMGT 4303 - Electronic Commerce

This course addresses issues including the digital economy, electronic commerce (EC) marketing, EC models and applications, and building and implementing EC systems. The course will cover the underlying technologies used in the implementation of electronic commerce systems. It identifies the practical skills needed and tools to design and develop effective systems and interfaces. Architectures and interdependence of systems and software that support EC and the state of the art in successful EC systems will also be discussed.

Student Learning Outcomes

Use the stakeholder approach to decision making.

Assess the effects of the cultural, political, legal, technological, and economic forces that shape the global environment.

Apply oral, written, and electronic communication skills to effectively present and exchange information, including the use of management information systems, the internet and other applications to prepare and present reports.

TMGT 4320 - Organizational Design and Management Seminar

Students work in teams on instructor-approved industry-specific projects; teams will formulate an implementation plan using technology management skills to identify problems and formulate solutions. Prerequisite(s): Senior classification or approval of program director.

Student Learning Outcomes

The understand the challenges involved in managing organizations within cultural, political, legal, technological, and economic forces and its impact on the future growth of the organization.

Promote the ability to work as a team member through guidance, coordination and contribution towards team goals.

TMGT 4385 - Organizational Management Internship

This internship course is designed to provide Organizational Management students a broad exposure to the operations of a company or public service agency and knowledge of the structure, goals, and work procedures of the organization by participating in planned and supervised activities. Students will have the opportunity to combine academic learning with practical experience while pursuing their Organizational Management degree.

Student Learning Outcomes

Employ creative and critical thinking processes to resolve problems of the organization.

Manage the organization within ethical boundaries using the stakeholder approach to decision making.

Apply oral and written communication skills and leverage technology to enhance communications in order to prepare and present reports.

Promote the ability to work as a team member through guidance, coordination and contribution towards team goals.

TMGT 4386 - Organizational Management Internship

This internship course is designed to provide Organizational Management students a broad exposure to the operations of a company or public service agency and knowledge of the structure, goals, and work procedures of the organization by participating in planned and supervised activities. Students will have the opportunity to combine academic learning with practical experience while pursuing their Organizational Management degree.

Student Learning Outcomes

Employ creative and critical thinking processes to resolve problems of the organization.

Manage the organization within ethical boundaries using the stakeholder approach to decision making.

Apply oral and written communication skills and leverage technology to enhance communications in order to prepare and present reports.

Promote the ability to work as a team member through guidance, coordination and contribution towards team goals.

TMGT 4396 - Project Management

This course provides a study of risk assessment and management techniques, methods, and models used in industry to minimize and control risks in a high technology industrial environment. Instructional topics include project management risks, program schedule, and cost risks.

Student Learning Outcomes

Employ creative and critical thinking processes to resolve problems of the organization.

Use project and quality management strategies to successfully manage and implement projects/programs within the organization.

Promote the ability to work as a team member through guidance, coordination and contribution towards team goals.

TMGT 4398 - Strategic Management

This capstone course introduces the principles and tools for managerial use in the development, implementation, and review of strategy for organizations. Topics include internal and external environmental analysis; value, completion, and strategic choice; strategic positioning; and implementation and control issues. Prerequisite(s)/Corequisite(s): Senior standing or approval of the program director.

Student Learning Outcomes

Employ creative and critical thinking processes to resolve problems of the organization.

Use strategic management methods to successfully manage and implement programs within the organization.

Promote the ability to work as an organizational leader through guidance, coordination and contribution toward the goals of the organization.

PARTICIPATION STATEMENT: Students must actively participate by completing an academic assignment by the official census date. Students who do not do so, may be dropped from the course.

REQUIRED COURSE MATERIALS: Will be current. Students should contact their instructor prior to purchasing the text and supplies to confirm required course materials.

STUDENT CONTRIBUTIONS, RESPONSIBILITIES AND CLASS POLICIES: Will be posted by the instructor in individual course syllabus. Students should contact their instructor if they have any questions.

ACADEMIC INTEGRITY: Refer to Midland College's Scholastic Dishonesty and Academic Misconduct policy: <https://www.midland.edu/about/public-info/scholastic-dishonesty.php>

HONORS PROGRAM: Students interested in taking a course for honors credit, should contact their instructor. Refer to the Midland College Honors Program webpage for more details: <https://www.midland.edu/academics/honors.php>

DROPPING THE COURSE: Check the MC College Calendar for the last day to withdraw from the course and receive a “W.” Please talk to the instructor before withdrawing.

EVALUATION OF STUDENTS: Will be posted by the instructor in individual course syllabus. Students should contact their instructor if they have any questions.

NON-DISCRIMINATION STATEMENT: Midland College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. For information and inquiries regarding Midland College’s non-discrimination policies, go to: <https://www.midland.edu/about/tix/index.php>

For further information on notice of non-discrimination, visit the ED.gov Office of Civil Rights website, or call 1 (800) 421-3481.

DISABILITY SUPPORT SERVICES: Any student who, because of a disabling condition, may require some special arrangements to meet course requirements should contact disabilities support services as soon as possible at: <https://www.midland.edu/services-resources/accommodation-services.php>

Conditions may include documented physical or educational disabilities. Please be aware that services or accommodations are not automatic. Each student must request them and secure the proper authorizations/documentation. Accessibility Links can be found on the Pages tab in Canvas.

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