Management

MGT 3220. Leadership & Project Management. 3 Units.
Project management is a continuous challenge for most of us. We manage projects daily - social, academic, and/or professional. The recorded history of project management has changed from a time when only engineers were in charge of large-scale projects to what we experience today, where homemakers, students, community advocates, and all levels of business associates lead and support team projects. This course focuses on the essential aspects of project leadership and management, covering the six fundamentals of project management: defining the scope, initiating, planning, launching, executing, and closing the project. These fundamentals are viewed from both the perspectives of the project leader and the project member. Topics include the dimensions of leadership, determining the direction, scheduling, managing risk, and creating a healthy team environment.

MGT 3500. Prior Learning: Management. 1-5 Unit.

MGT 5010A. Foundations of Business Practice I. 4 Units.
This is one of two courses that expose students to the major areas of business practice. The Foundation courses familiarize students with the language and concepts that are central to core business functions. MGT 501A introduces the topics of accounting, finance, and economics to enable students to comprehend financial analysis and decision-making in organizations. Students gain a basic understanding of budgeting and financial statements, the time value of money, and revenue and cost behavior of firms in competitive markets. This is a hybrid course that includes both classroom and online activities. (Students should enroll in this course at its earliest offering in their program of study).

MGT 5010B. Foundations of Business Practice II. 4 Units.
This is one of two courses that exposes students to basic business practices. This class introduces students to the language and central concepts of strategy, marketing, implementation/operations, and organization design. Upon completion of this course, participants will have a basic understanding of strategy including the specific disciplines of competitive strategy, and core competencies; marketing management principles, analyzing market opportunities, and developing strategies; the elements of organization design; and the basics of implementation and operations in both service and manufacturing environments. Students apply these concepts to a current or hypothetically business situation. (Students should enroll in this course at its earliest offering in their program of study).

MGT 5120. Systems Thinking. 4 Units.
This course presents basic concepts of general systems theory and applies them to organizational settings. The course is designed to help students develop their own understanding of systems thinking and its application in their professional lives. This objective is approached in two ways. Most importantly, the course explores, in depth, each student's personal experience with systems thinking, in contrast to other modalities of problem solving and decision making. Secondarily, the course investigates the contemporary scholarship that is informing systems thinking. The course focuses on both academic scholarship and experiential learning, with a primary focus on each student's construction of her or his own understanding.

MGT 5160A. Practicum in Blog Production. 1 Unit.

MGT 5170. Organizational Behavior: People in Organizations. 4 Units.
This is an overview course which looks at the common events and issues that occur for people in their work environments. The focus is on the behavior of individuals and groups as well as the dynamics of larger human systems. Topics covered include interpersonal competence, motivation, communication, group dynamics and decision making, power and influence, leadership, and organizational structure and design. This is a hybrid course that includes classroom and online activities.

MGT 5180. Quantitative Analysis. 4 Units.
This course provides students with basic competency using quantitative methods commonly found in the workplace. Fundamental statistics are covered. Students apply quantitative methods to work-related problems using statistical software, and they learn to make accurate interpretations of data, as well as to recognize spurious ones.

MGT 5190. Managerial Inquiry. 4 Units.
This course focuses on the methodologies managers can use for systematically gathering and making sense of information. The course also prepares students to develop the project proposal for the Capstone project. Sampling, research design, data collection and analysis, as well as the development of needs assessments, survey instrumentation, interviewing techniques, and field observation are addressed. Students learn to incorporate evaluation elements into programs and projects as they are being initially offered. Prerequisite: MGT 518.

MGT 5210. Organizational Strategy and Policy. 4 Units.
This hybrid course examines the process of strategic planning as a constant and ongoing aspect of an organization's necessary activities. Students learn long-range planning based on budget, marketing, and sales information and examine how organizations adapt to social, political, cultural, and economic environments in which they exist. Theory is integrated with case studies and work experience. Students write a strategic plan. Prerequisite: MGT 501B.

MGT 5240. Service Learning Practicum. 1-2 Unit.
Service learning community service with student educational outcomes. Students who enroll in this practicum are required to do at least 20 hours of community service with an existing service organization. The student chooses the organization. Students apply the methods of action learning and reflective practice to increase understanding of their own performance as well as the functioning of the service organization in a seminar format. This a hybrid course that includes both classroom and online activities.
MGT 5310. Consultation Skills. 4 Units.
This course examines in depth the consulting relationship and the consulting process. Students review the roles and responsibilities of consultants who work internally and externally for organizations of all kinds. They study the key aspects of consulting, including relationship-building, contracting, data gathering, problem diagnosis, resistance, and the creation of project deliverables. Various models for the consulting process are presented and applied to several business cases. Students get hands-on experience working in a team environment to analyze and solve real-world client problems. This course examines many of the challenges a consultant faces—from conceptualizing client problems to showing your clients how to manage and lead change, to improving relationships between departments, to goal setting and planning. The course also provides dozens of client-tested problem-solving tools and solutions that can be used immediately, making consultant interaction with clients more effective.

MGT 5410.L.A. Planned Change and Organizational Development. 4 Units.
This course provides the student with an overview of how the practice of organizational development works to achieve change in organizations. Theories of how organizations and the people in them change are drawn from disciplines including organization behavior, management theory and psychology. These are applied to various organizational contexts. Emphasis is on the use of the action research model to carry out a variety of change interventions. The class uses simulations, case studies, and real-life applications.

MGT 5470C. Workforce Training and Development. 4 Units.
This course provides students with the conceptual framework and practical skills needed to develop and present training programs in business and not for profit settings. Topics covered include needs assessment, instructional design and presentation, and evaluation of effective training programs. Experiential assignments allow students to develop skills in each of these areas. The course also explores professional resources and career options in training and development. This is a hybrid course that includes both classroom and online activities.

MGT 5480. Negotiation and Conflict Resolution. 4 Units.
This course surveys approaches to the resolution of disagreements and disputes between individuals, groups, and organizational units. Mediation, negotiation, arbitration, and recent innovative dispute resolution approaches are studied. Students learn conflict intervention techniques and increase their critical and creative ability to assess and resolve problems posed by conflict. They learn about their own conflict managed style, and they practice negotiating in distributive win-lose, integrative win-win, and mixed motive situations and learn about their own conflict management style. Attention is given to the analysis of optimum negotiation strategies.

MGT 5490. Career Development. 4 Units.
This course introduces students to career development theory, techniques, and application, particularly as related to adults. Topics include career assessment instruments, working with special populations, sources of occupational information, the role of career development in industry, and its relationship to human resource management. This is a hybrid course that includes both classroom and online activities.

MGT 5520. Leadership, Motivation, and Power. 4 Units.
This course focuses on the leadership of individuals and groups in organizations. Traditional theories of leadership are introduced, and current theories, such as transformational leadership and self-leadership, are explored. Students also develop an understanding of their personal theory of leadership and orientation toward motivation and power through participation in a variety of self-assessment, dyadic, and group experiences. Special attention is given to how students lead and follow in their current work settings.

MGT 5530. Team Building and Process Dynamics. 4 Units.
Through participation in and observation of small group processes, students learn to apply theories of team formation and development, interpersonal dynamics, communication, team leadership, and team self-management. The classroom is used as a laboratory for the study of teams in action and for the development of effective facilitation and membership skills. Students learn to recognize and intervene with functional and dysfunctional behavior in teams.

MGT 5560. Personal and Professional Effectiveness. 4 Units.
This course focuses on the issues people face in attempting to be personally and professionally effective at work. Themes of the course include becoming a critical thinker, maximizing personal resources, the nature of meaningful work, being viewed by others as an essential contributor, and overcoming obstacles to effectiveness. This is a highly individualized course. The subject matter varies according to student interests and individual development goals.

MGT 5630. Organizational Development, Assessment And Intervention. 4 Units.
This course focuses on two necessary steps in the planning and implementation of change efforts in organizations. Assessment activities include organizational diagnosis based on the collection and analysis of valid and timely data. Interventions range from individual and small groups to strategic large system change efforts. Students are introduced to diagnostic models as well as research and change management technologies. Cases and field experiences are presented and students design assessment and intervention strategies.
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<tr>
<th>Course Code</th>
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<th>Credits</th>
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<tbody>
<tr>
<td>MGT 5900C</td>
<td>Making Meetings Effective</td>
<td>1 Unit</td>
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<td>MGT 5900D</td>
<td>Project Management</td>
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<td>MGT 5900E</td>
<td>Introduction to Social Media in Business</td>
<td>1 Unit</td>
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<tr>
<td>MGT 5900F</td>
<td>Neuroscience of Leadership Development</td>
<td>1-2 Unit</td>
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<td>MGT 5900G</td>
<td>Sustainability in Organizations: Promise Practice &amp; Policy</td>
<td>1 Unit</td>
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<td>MGT 5900H</td>
<td>Project Management</td>
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<td>MGT 5900L</td>
<td>Writing a Business Execution Plan</td>
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<td>MGT 5900J</td>
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<td>MGT 5900K</td>
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<td>MGT 5900L</td>
<td>Interviewing From Both Sides of the Table</td>
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<tr>
<td>MGT 5930</td>
<td>Research in Org. Management</td>
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<tr>
<td>MGT 5960</td>
<td>Independent Learning</td>
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<td>MGT 5980A</td>
<td>The Capstone Experience</td>
<td>4.00 Units</td>
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<tr>
<td>MGT X2000</td>
<td>Management / Social Science Domain</td>
<td>1-9 Unit</td>
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<td>MGT X2001</td>
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<td>MGT X2004</td>
<td>Management &amp; Psych / Soc Sci Dom</td>
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<td>MGT X4000</td>
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<tr>
<td>MGT X4004</td>
<td>Management &amp; Psych / Soc Sci Dom</td>
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<tr>
<td>MGT X5000</td>
<td>Management Elective</td>
<td>1-9 Unit</td>
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**MGT 5900K. Performance Management. 1 Unit.**

This one-day workshop will present an overview of Performance Management as a strategic, integrated, and systems approach to delivering organizational results by improving individual performance and capabilities. Topics include Goal Setting and Alignment, Competency Frameworks, Performance Coaching through Feedback and Appreciative Inquiry Skills, Performance Evaluations, Performance Self-Assessments and Development Planning.

**MGT 5900L. Interviewing From Both Sides of the Table. 1 Unit.**

This workshop will provide the tools, methods and techniques to plan and conduct interviews that will lead to successful hiring decisions. It will provide opportunities to develop appropriate interview questions, practice conducting interviews, responding to interviewer questions, and evaluating candidates’ responses. Students will gain a greater appreciation for the interviewing process on both sides of the table, from both the interviewer’s and interviewee’s perspective.

**MGT 5930. Research in Org. Management. 1-4 Unit.**

This course provides students with the opportunity to research subjects of special interest within the field of Organizational Management. Designed as a hybrid class with both seminar and individual student-faculty sessions, the course guides students in critical inquiry, reading, writing, and discussion to inform the development and defense of their inquiry process. Students must have permission of the instructor to register and they may register more than one time for MGT 593 A, B, or C.

**MGT 5960. Independent Learning. 1-4 Unit.**

The practicum is a field experience chosen by the student and designed with the assistance of the advisor and a field supervisor. Practica enable students to apply knowledge and skills developed in the classroom and/or to increase professional competence in areas of previous experience. A practicum may be undertaken as a supervised internship, or the student may work more independently on a project of interest. Each professional practicum includes reading of current relevant literature in the field and a final written report.

**MGT 5980A. The Capstone Experience. 4.00 Units.**

The Capstone is a field-based experience that spans two quarters. Student teams, under the supervision of a Faculty Advisor, design, implement, and report on a project of value to a client organization. Local professionals and M.A.O.M faculty provide feedback to students on products delivered at several points during the two-quarter project period.

**MGT X2000. Management / Social Science Domain. 1-9 Unit.**

General Education Transfer Credit Equivalency: Do not make any sections from this course.


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**MGT X4000. Management / Social Science Domain. 1-9 Unit.**

General Education Transfer Credit Equivalency: Do not make any sections from this course.

**MGT X4001. Management & Bus / Soc Sci Domain. 1-9 Unit.**

General Education Transfer Credit Equivalency: Do not make any sections from this course.

**MGT X4004. Management & Psych / Soc Sci Dom. 1-9 Unit.**

General Education Transfer Credit Equivalency: Do not make any sections from this course.

**MGT X5000. Management Elective. 1-9 Unit.**

General Education Transfer Credit Equivalency: Do not make any sections from this course.