STATE UNIVERSITY OF NEW YORK
COLLEGE OF TECHNOLOGY
CANTON, NEW YORK

MASTER SYLLABUS

COURSE NUMBER – COURSE NAME
BSAD 301 – Principles of Management

Created by:

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School of Business and Liberal Arts

Department: Business

Semester/Year: Fall/Spring 2019

A. **TITLE**: Principles of Management

B. **COURSE NUMBER:** BSAD 301

C. **CREDIT HOURS: 3 credit hour(s) per week for 15 weeks**

- ☐ One hour (50 minutes) of lecture per week
- ☐ Two to three hours of lab or clinical per week
- ☐ Two hours of recitation per week
- ☐ 40 hours of internship

D. **WRITING INTENSIVE COURSE**: Yes ☐ No ☒

E. **GER CATEGORY: None:** ☒ **Yes:** GER
If course satisfies more than one: GER

F. **SEMESTER(S) OFFERED: Fall** ☐ **Spring** ☐ **Fall & Spring** ☒

G. **COURSE DESCRIPTION**:

This course applies key management concepts to all organizations; domestic and international, profit and non-profit, manufacturing and service, brick and mortar and virtual. It provides direction to the management philosophy, realities and imperatives for efficient and effective decision making, planning, organizing, leading, and controlling used for superior organizational performance. It equips students with skills and tools needed to contend the challenges encountered in domestic and/or global environment of the 21st century and the implication for IT. It allows students to transfer this knowledge to practice.

H. **PRE-REQUISITES: None** ☐ **Yes** ☒ **If yes, list below:**

Introduction to Business (BSAD 100) or Introduction to Health Services Management (HSMB 101) or Introduction to EADM (EADM 201) or Business Law I (BSAD 201) or Business Communication (BSAD 200) and minimum 30 credit hours with 2.0 GPA or permission of instructor.

CO-REQUISITES: None ☒ **Yes** ☐ **If yes, list below:**

I. STUDENT LEARNING OUTCOMES: (*see key below*)

By the end of this course, the student will be able to:

Course Student Learning Outcome [SLO]	*Program Student Learning Outcome [PSLO]*	*GER* [If Applicable]	*ISLO & SUBSETS*	
1. Explain the procedures of planning with critical operational implication.			2-Crit Think ISLO ISLO	W Subsets Subsets Subsets
2. Employ managerial tools for sound decisions making and enterprise strategy.			5-Ind, Prof, Disc, Know Skills ISLO ISLO	Subsets Subsets Subsets Subsets
3. Explain motivational theories and the link to performance.			2-Crit Think ISLO ISLO	W Subsets Subsets Subsets
4. Differentiate and achieve diversity in preference to affirmative action.			2-Crit Think ISLO ISLO	W Subsets Subsets Subsets
5. Identify key leadership theories appropriate to various situations and effective work force.			2-Crit Think ISLO ISLO	W Subsets Subsets Subsets
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KEY	Institutional Student Learning Outcomes [ISLO 1 – 5]
ISLO #	ISLO & Subsets
1	**Communication Skills** Oral [O], Written [W]
2	**Critical Thinking** *Critical Analysis [CA] , Inquiry & Analysis [IA] , Problem Solving [PS]*
3	**Foundational Skills** *Information Management [IM], Quantitative Lit./Reasoning [QTR]*
4	**Social Responsibility** *Ethical Reasoning [ER], Global Learning [GL], Intercultural Knowledge [IK], Teamwork [T]*
5	**Industry, Professional, Discipline Specific Knowledge and Skills**

*Include program objectives if applicable. Please consult with Program Coordinator

J.   **APPLIED LEARNING COMPONENT:**   Yes ☐   No ☒

   If YES, select one or more of the following categories:

   ☐ Classroom/Lab   ☐ Civic Engagement
   ☐ Internship   ☐ Creative Works/Senior Project
   ☐ Clinical Placement   ☐ Research
   ☐ Practicum   ☐ Entrepreneurship
   ☐ Service Learning   (program, class, project)
   ☐ Community Service

K.   TEXTS:

Williams, Chuck, MGMT 10 (or 11), Mason, OH: Cengage Learning 2017
Collins, Jim, GOOD TO GREAT, New York: Harper Business (2001)

L.   REFERENCES:

M.   EQUIPMENT: None ☒   Needed:

N.   GRADING METHOD: A-F

O.   SUGGESTED MEASUREMENT CRITERIA/METHODS:

Four Tests (worth a total of 60 points)
Multiple Quizzes (worth a total of 20 points)
Reading & Reflection (worth a total of 10 points)
One major project (worth 10 points)

P.   DETAILED COURSE OUTLINE:

Week 1   Welcome & Introductions Management Overview   Ch. 1
Week 2   History of Management   Ch. 2
Week 3   Evolving Organizational Cultures Ch. 3
Week 4   Management & Social Responsibility   Ch. 4

End of Week 4   EXAM ONE

Week 5   Planning and Decision Making   Ch. 5
Week 6   Organizational Strategy   Ch. 6
Week 7   Innovation and Change   Ch. 7

End of Week 7   EXAM TWO (Mid-term)

Week 8   Designing Adaptive Organizations Chs. 9 & 10
Week 9   Human Resources   Ch. 11

Week 10   **Managing a Diverse Work Force   Ch. 12**

End of Week 10   EXAM THREE

Week 11   **Motivation   Ch. 13**
Week 12   **Leadership & Communication   Ch. 14**
Week 13   **Communication   Ch. 15**
Week 14   **Control   Ch. 16**

Week 15   **FINAL EXAM**

Q.   **<u>LABORATORY OUTLINE</u>: None ☒ Yes ☐**